



Position: Assistant Manager – Accounts & Finance
Division: All (Group level position)
Location: Mumbai, Maharashtra.
Experience: 5+ years of relevant experience with Manufacturing Industry
Qualification: CA Inter

Shrijee is a globally known supplier of turnkey sugarcane factory and sugar refinery projects. Established in 1976, Shrijee has supplied its equipment to more than 400 sugar factories in India and to leading sugar producers in more than 30 countries. The corporate headquarters are in Mumbai (India) and regional offices are in Delhi, Ahmednagar and Chennai. Shrijee has three fully equipped manufacturing facilities located in the western and southern parts of India.

We have more than 130 people in our team, including 50 Engineers and 15 MBAs. In addition to these, at any given time, we usually have 100-200 people working on our sites in India & overseas.

We are looking for an “Assistant Manager – Accounts & Finance” for our Mumbai office. Candidate will report to the Head of the Department.

Responsibilities include:

1. Preparing monthly Balance sheet and P&L for different business units.
2. Doing Quarterly analysis of sales, purchases and overheads
3. Managing books of accounts
4. Coordinating between corporate accounts office and factory accounts
5. Corresponding with Bankers and Auditors
6. Preparing monthly stock for Banks
7. Preparing & filing periodic statutory returns like GST,TDS,Income tax
8. One week travel per quarter may be required at factory

We are looking for:

1. CA inter with 5+ years of relevant experience with Manufacturing Industry.
2. Knowledge of consolidation of group accounts and finalization of accounts.
3. Strong written and verbal communication skills.
4. Strong computer skills (MS Word, MS Excel, MS PPT, Internet)
5. Team spirit, good work ethic and high integrity (we do a thorough background check).

Salary offered will be competitive. We offer a professional work environment. Please see our website for details about us: www.shrijee.com. If interested, please send resume and cover letter to:

Shrijee Group

A-504, Dynasty Business Park,
Andheri-Kurla Road, Andheri (East),
Mumbai - 400059.
Phone: + 91- 22 -4050 1000
E-mail: careers@shrijee.com

In case of e-mail applications, please put “Assistant Manager – Accounts & Finance” in the subject line.