

Name of the firm	KG Somani & Co
Job Position	Assistant Manager – Statutory Audit
Eligibility Criteria	Chartered Accountant (2 - 5 years)
Requisites	<ul style="list-style-type: none"><li>• Knowledge of Income Tax &amp; experience in filled TDS/Income Tax returns in Past</li><li>• Initiative and ability to handle <b>multiple tasks independently</b></li><li>• Attention to detail, ability to <b>prioritize and work to deadlines</b></li><li>• Worthy <b>oral and written communication &amp; presentation skills</b></li><li>• Updated with <b>latest amendments related to financial statements and notes to accounts.</b></li><li>• Skilled in <b>MS Office</b> (an absolute necessity)</li></ul>
Job Description	<ul style="list-style-type: none"><li>• Preparing computation and filling returns of Individuals Filing returns and Tax audit reports of companies/Firms.</li><li>• Visiting Income tax department for refunds and assessments</li><li>• Filling TDS, Service Tax and Vat returns</li><li>• Checking that <b>financial reports and records</b> are accurate and reliable</li><li>• Able to <b>read and understand financial statements</b> along with notes to accounts.</li><li>• <b>ensuring procedures, policies, legislation and</b> regulations are correctly followed and complied with</li><li>• Continuously strive to <b>improve the quality of deliverables</b></li><li>• Be able to <b>effectively search and generate leads</b> and prospective clients</li><li>• Establishing and Maintaining <b>interpersonal relationship with clients</b></li></ul>
Location	Asaf Ali Road, Delhi
About the firm	<p>K G Somani&amp; Co (KGS) is a 3rd generation Chartered Accountants firm, practicing in India for over 5 decades. The Managing Partner, Mr. KG Somani is the past president of Institute of Chartered Accountants of India and has represented India on the council of International Federation of Accountants. KGS has association with Financial Institutions, Banks, Power Companies and Corporations, Manufacturing and Transport (including Railways &amp; Aviation) Industry etc. in and outside India.</p> <p>KGS also provides one stop solution for domestic companies start up &amp; foreign companies planning to establish presence in India. The range of services are tailor-made for the unique requirements of a start up or an entrepreneur.</p>
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