

West Bengal Electronics Industry Development Corporation Limited (WEBEL), a Government of West Bengal Undertaking requires Finance & Accounts Executives for their office located in Sector V, Salt Lake, Kolkata.

Interested candidate/s with B.Com (Hons.)/M.Com from a reputed college/University, CA (Inter)/ CA Final /ICWA Final may send their CV in sealed envelope addressed to The General Manager (Finance).

Experience in computerised environment and knowledge in ERP is necessary.

The job includes release of project related payments, analysis of project related data, recording and maintaining documents related to statutory payments, submission of periodical online returns, experience in handling direct/indirect taxes, substantiating financial transactions by checking orders, bills, challans and other documents, maintaining accounting controls by ensuring policies and procedures, reconciling various ledger and balances

The position will be suitable for low/middle level finance related professionals with minimum 3-5 years' experience.

The maximum age limit of the candidate should be 35 years as on 01.01.2020. The appointment will be on contractual with the option of renewal. Interested candidates may send their CVs for empanelment and recruitment initially in third party pay roll. The selected candidates will be engaged as and when required.