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| <b>Position</b>                       | <b>Assistant Manager – Realty Management Cell / Accounts</b>   |
| <b>Essential Qualifications</b>       | <b>Essential:</b><br>CA/ICWA/M.Com/ MBA (Finance) CA/ICWA Intermediate passed  |
| <b>Experience</b>                     | <b>Essential:</b> <ul style="list-style-type: none"> <li>• 10-12 years' experience in the field of Accounts / Sales / Receivable management</li> </ul>   |
| <b>Age</b>                            | Up to 45 years   |
| <b>CTC</b>                            | 10.75 Lakhs per annum (approximate)  |
| <b>Reporting relationship</b>         | DGM (Accounts) & Head - RMC  |
| <b>Engagement Type</b>                | The appointment is contractual with a period of 5(Five) years under Direct Payroll with the option of renewal  |
| <b>Job Roles and Responsibilities</b> | <ul style="list-style-type: none"> <li>• Having full knowledge of ERP, Accounts entry, BRS, GST invoice, ledger reconciliation.</li> <li>• Should be able to lead a team, managing entire sales - receipt cycle with minimal supervision. Coordinate and communicate with customers, assist in Business Administration.</li> </ul> |