

Experienced

Assistant Manager

Noida, India

SMR is a global company with a high level of innovation. Our goal is to actively help forming the future of the automotive industry – with innovative technologies that make driving more comfortable and safer. With a broad portfolio of manufacturing capabilities, SMR produces a large variety of high-quality products, majorly for the automotive industry. This role will be responsible for budget preparation, financial reconciliation, consolidation, auditing activities, and internal and statutory audits. The ideal candidate will have a strong understanding of financial activities, financial reporting, and management information systems (MIS). The candidate must be proactive, highly organized, and capable of handling multiple tasks within a fast-paced environment.

What you'll do

- **Budget Preparation:** Assist in the preparation and management of the annual budget, including variance analysis and forecasting.
- **Financial Reconciliation:** Perform detailed financial reconciliations, ensuring accuracy and completeness in financial reporting.
- **Consolidation:** Consolidate financial statements for multiple entities, ensuring compliance with accounting standards and policies.
- **Statutory Audits:** Coordinate and manage statutory audits, ensuring compliance with legal and regulatory requirements. Prepare necessary documentation and liaise with auditors.
- **Internal Audit:** Conduct internal audits to evaluate the effectiveness of internal controls, risk management, and financial reporting processes.
- **Financial Reporting:** Prepare timely and accurate financial statements and reports, ensuring compliance with relevant accounting standards.
- **MIS:** Develop and maintain management information systems (MIS) reports to provide financial insights and recommendations for decision-making.
- **Financial Activities:** Oversee day-to-day financial activities such as processing transactions, monitoring cash flows, and ensuring adherence to financial policies.
- **Compliance:** Ensure compliance with local and international accounting standards, statutory regulations, and internal policies.
- **Team Collaboration:** Work closely with cross-functional teams to provide financial advice and support to various departments.

What we are looking for

- Chartered Accountant (CA) with 3-5 years of post-qualification experience.
- Proven experience in budgeting, reconciliation, financial consolidation, statutory audits, internal audits, and financial reporting with Manufacturing sector.
- Strong knowledge of accounting standards (IFRS, GAAP), audit practices, and statutory regulations.
- Proficient in accounting software (e.g., SAP, Oracle, Tally) and advanced Excel skills (VLOOKUP, pivot tables, macros).
- Strong verbal and written communication skills for liaising with auditors, management, and other stakeholders.
- High attention to detail and accuracy in financial analysis, reporting, and audits.
- Ability to analyze financial data, identify trends, and provide actionable insights.
- Strong problem-solving skills and the ability to work independently to resolve issues.
- Collaborative with the ability to work effectively within a team environment.
- Ability to manage multiple tasks and deadlines effectively.

What we offer

A competitive salary and range of benefits.

- Be part of worldwide team with very big challenges ahead, which bring huge development opportunities for people with big career goals.
- If you enjoy working in a fast-paced environment then look no further.
- We are an equal opportunity employer where inclusion matters; this is evidenced by us being a Disability confident Committed Employer.



Apply here

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