

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. Resource needed to support and assist in the direction of the organisation’s accounting functions ensuring compliance obligations are met at all times. Continually supporting Management in areas such as, continuous improvement, policy development, and management analysis as initiatives in support of future Business growth.

What you'll do

- Assist and support CFO with key financial controls to the highest standard ensuring that appropriate processes and controls are followed at all times;
- Preparation of consolidated monthly, quarterly and annual financial statements, budgets, variances, forecasts and other reports accompanied by relevant analysis and commentary (incl. Day 1, Day 7 and Net Debt);
- Assist with intercompany reconciliations, data upload and review of quarterly consolidated financials, incl. in FCCS
- Support subsidiaries with reporting requirements as necessary;
- Prepare consolidated cashflow forecasts;
- Assist with preparation and management of annual group budgets and forecasts;
- Timely lodgement of BAS and other group statutory reporting requirements;
- Support the quarterly and annual financial audit requirements;
- Up to date bookkeeping and data entry of the parent entity's transactions, and as required, assist with transaction and journal processing for subsidiaries;
- Assist with monitoring of the accuracy of the financial transactions within the group;
- Assist with company secretarial and corporate governance requirements;
- Assist in compilation of information required for various grants and government incentives;
- Assist in various system implementation and report creation initiatives;
- Support policy development, Continuous Improvement processes, analysis and projects as directed by the management.
- Other administrative tasks and department support as required

What we are looking for

- Minimum a Bachelor Degree or equivalent in business (accounting preferred)
- CA or CPA qualified with at least 8 years experience in similar position, preferably in large organization with international exposure
- High attention to detail, problem-solving, research and analytical skills
- High level planning and organisational skills
- Ability to maintain professional relationships with stakeholders both internal and external
- Effective verbal, listening and written communication skills
- Ability to work under pressure and manage deadlines
- Extremely reliable, punctual and work with flexibility of hours when/if required
- Ability to work autonomously and as part of the team
- Committed to personal & lean development
- High level computer skills – Microsoft Excel, ERP (Pronto preferred)

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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