



## **ACCOUNTING AUDIT ASSURANCE ADVISORY AND TECHNOLOGY**

### **About Us:**

4AT signifies highest standards of professional service delivery encompassing offshoring opportunities in Accounting, Audit, Assurance, Advisory and Tax categories. It is a congregation of industry experts with intrinsic competencies and prudence in various areas of finance in varied industry segments like Education, Pharma, IT, Infrastructure, Manufacturing and many more. Our service delivery has profound focus on building robust processes, business continuity, risk assessment, advisory and providing niche consulting services. Our competencies in Accounting, Audit & Assurance, Advisory and Tax domain is attributed to our 'Big 4' expertise with the agility, diligence, and innovative operating approach.

We are engaged in service delivery mainly in the areas of Consulting, Advisory and Audit for premium large corporations. Besides that, we have strong competencies in Technical Accounting given our long-term service for large enterprises. With a firm focus on bringing cost benefits for our clients, we have built a robust framework based on 'Build Operate Transfer' model that provides significant benefits and value for our clients.

Our service-line not only focusses on building accountability, controllership, and value, but also drives cost effective framework to manage critical functions. Our solutions take a detour from 'One size fit all' philosophy to provide customized solutions for specific needs.

### **Job description for Accounting Role:**

- Manage external and internal audits and ensure completion of audit within timelines collaborating on the planning objectives and determining the audit strategies.
- Assist in the preparation and presentation of financial statements and annexures thereto.
- Supporting the accounts receivable and accounts payable function.
- Payroll processing & reconciliation monthly.
- Performing year-end variance analysis in a key functional area i.e., revenue, profit, inventory.
- Preparation of bank reconciliation - BRS, handling petty cash, and maintaining trackers
- Day-to-day accounting, book closure Monthly/Quarterly/Yearly.
- Maintain fixed asset register
- Handle Bank accounts and Process Vendor payments

### **Qualification Criteria:**

- B.Com / BBA / M.Com. – Finance
- Experience: 0 to 3 years.
- CTC : 2 – 4LPA ( Based on wok Exp.)