

Job Advertisement: Accountant (Contractual Position)

Position: Accountant

Organization: KIRAN Society

Location: Varanasi

Type: Contractual

About Us: KIRAN Society is a non-profit organization dedicated to the holistic development of children and individuals with and without disabilities from marginalized communities.

We are currently looking for a qualified and experienced Accountant to join our team in Varanasi on a contractual basis.

Key Responsibilities:

- Manage financial transactions using Tally software.
- Prepare and maintain accurate financial records and reports.
- Conduct reconciliations and manage accounts payable/receivable.
- Ensure compliance with financial regulations and standards.
- Assist in budget preparation and financial forecasting.
- Collaborate with other team members to support financial operations.

Qualifications:

- Bachelor's degree in Accounting, Finance, or a related field.
- Minimum of 3 years of experience in an accounting role, specifically with Tally.
- Proficiency in spoken and written English is essential.
- Strong analytical and problem-solving skills.
- Detail-oriented with a high level of accuracy.
- Ability to work independently and as part of a team.

What We Offer:

- Competitive salary based on experience.
- A supportive work environment committed to professional development.
- Opportunity to contribute to meaningful projects within the community.

Application Process:

Interested candidates are invited to submit their resumes and a cover letter detailing their experience and qualifications to hr@kiranvillage.org. Please mention "Accountant Application" in the subject line.

Application Deadline: 20th October 2024

Join us in making a difference in our community! We look forward to receiving your application.