

## **SENIOR EXECUTIVE–AUDIT AND TAX**

**Direct Taxation \* Indirect Taxation\* Auditing \* Good Communication Skill \* Team Management \* Multi -Tasking Ability \* Client Management**

**About Proxcel:** Proxcel is a financial and tax consulting start up having a strong team of unique professional individuals including CA, CS, CMAs, CFAs, Engineers, lawyers etc. We are serving many MNCs, start-ups and PSU in various domains including accounting, tax, financial services, audits etc.

### **Hiring Objective:**

We wish to build a self-motivated team of individuals who wish to work in challenging environment of start-up and may contribute in growth of firm. With any hiring we have following primary expectation irrespective of level at which the candidate may be joining:

1. The candidate should have masterful organizational, communication and leadership skills
2. Strong written and verbal communication skills
3. Ability to develop strong client relationships
4. Candidate must have long term vision with organization

### **Job Requirement**

We are hiring **qualified CA with post qualification experience of 1-3 years** with experience in statutory audit, direct and indirect tax matters. The candidate must possess following key skills:

- Good managerial and communication skills
- Should be proactive and go getter
- Positive Attitude and innovative
- Rich experience of internal audit, risk control matrix, SOPs etc
- Sound understanding of income tax, GST and other taxes provisions
- Relevant experience of conducting statutory, tax and GST audits
- Candidates with consulting background are preferred.

### **Job description**

- Manage accounting, statutory audit, direct tax and indirect tax engagements
- Client relationship management and development, and ensuring client satisfaction.
- team hiring, training and developments
- Implementation of systems, policies and procedures
- Growth and technology initiatives
- Such other tasks as required time to time

| Designation                        | Experience required                                                                                                              | CTC                   |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| Senior Executive-<br>Audit and tax | Qualified CA with post qualification experience of 1-3 years in statutory audit, Internal audit, direct and indirect tax matters | As per industry norms |

**Location: Sohna Road, Gurgaon**

**Please share your resume at: [contact@pmspl.net.in](mailto:contact@pmspl.net.in)**