



Bhima Jewels Private Limited, Corporate Office : Door No: 48/1744, D5/D6/D7/D8, SL Tower, Ponnurunni East Chalikkavattom, Vyttila P.O., Ernakulam, Kerala 682019. Ph : 0484 - 2753333 Email: info.ekm@bhima.com
Web: www.bhima.com, GSTIN: 32AAECB9790P3ZY, PAN: AAECB9790P, CIN : U52393KL2011PTC030072

A GOLDEN OPPORTUNITY WITH BHIMA JEWELS

We take pleasure in introducing ourselves as a Pioneer Brand in the Jewellery Retail Industry of South India. Founded in the year 1925, the brand brings along a legacy of 98 years of business success with expertise of three generations resulting in growth and expansion with a network of 16 branches spread across Kerala, Karnataka, Tamil Nadu, Andhra Pradesh and Telangana.

Job vacancies at Bhima Jewels Corporate Office, Vyttila, Kochi.

- 1. Senior Manager - Accounts**
- 2. Manger - Finance**
- 3. Manager - Internal Audit**

Interested candidates may apply with resume and details to deepa.k@bhima.com or may contact at 8086088234.

Position Details

1. Sr. Manager – Accounts

Qualification: CA, ICAI & Graduation

Experience: 9 – 12 Years

Position Overview:

Manage the Accounts team and ensuring the Financial, Accounts and Statutory Governance are adhered at Corporate and Branch level.

Roles & Responsibilities:

- Manage the monthly financial close process and ensuring all costs incurred are properly recorded, reviewing journal entries, account balance reconciliations and report preparation.

- Participate in the ongoing development/establishment of accounting policies and procedures and operational strategies including the review and implementation of process and system changes.
- Ensure compliance with internal control policies in a ICFR environment.
- Collaborate with external auditors to ensure successful audit results and compliance.
- Interacts at all levels and with budget owners or other stakeholders to produce timely, efficient, and accurate month-end close and all internal management and financial reporting.
- Responsible for hierarchy and scalability in chart of accounts and accuracy in the general ledger and financial statements and has ultimate authority over classification and booking of all transactions.
- Analyse the effect of statutory accounting practices and studies regulations and guidance to ensure correct application of Generally Accepted Accounting Principles
- Prepare detailed journal entries and account analysis.
- Assist with compilation of information for preparation of tax returns.
- Work with Audit, Tax and Treasury Manager to ensure overall coordination of all financial accounting activities through periodic reports.
- Prepare summary feedback of financial statements variances to budget.
- Actively review and advise on financial/accounting processes.

2. Manager – Finance

Qualification: CA, ICAI & Graduation

Experience: 5 - 8 Years

Position Overview:

Manage the Finance team and ensuring the Financial, accounts and Statutory Governance are adhered in Corporate and across Branches.

Roles & Responsibilities:

- Treasury management and liaison with banks
- Banking Facility enhancement and new Initiatives
- P/E Process Management and control
- Ensure tax compliances and minimum litigation.

- Completion of GST returns, audits in time
- Responses to all tax notices, litigation related issues on timely basis
- Ensure timely reporting to management and set up proper internal controls.
- Preparing all MIS reports on treasury aspects within time (including stock valuation)
- Responding to and correcting internal audit observations
- Maintaining the optimum credit rating from external agency
- Finance Costs Budgeting
- GST Reconciliation for all states

3. Manager – Internal Audit

Qualification: CA, ICAI & Graduation

Experience: 5 - 8 Years

Position Overview:

Audit the branches, inventories, compliances, to ensure the controls are operating as intended, effectively and efficiently.

Roles & Responsibilities:

- Meet with Audit Committee to identify audit schedule and target.
- Initiate independent departmental audits.
- Work with Department Heads to solve discrepancies.
- Analyse and consolidate departmental audits into one report for presentation.
- Presenting audit findings to the Managing Director.
- Complies with all confidentiality policies of the firm and applicable regulatory authorities.
- Review accounting procedures
- Investigate and determine causes and irregularities.
- Work with mitigation plans with all stakeholders.