

Sir,

We, Memaar India Building Systems Private Limited, Kochi, have been working since 2007. We are engaged in the business of preparing design and detailed engineering drawings and construction of commercial steel buildings of all types.

We urgently require candidates for the post of **Accounts Officer** for our specific project. The candidates should have completed the **intermediate level of the chartered accountant** course in India and good knowledge of revenue recognition and expense accounting in the construction field.

The job responsibilities are given below:

- All works regarding the purchases, payments to the parties, TDS, etc.
- Filing monthly, quarterly, and annual GST returns and other GST-related activities.
- Preparing MIS for HO.
- Track purchase orders, invoices, and payments to vendors.
- TDS and other tax-related activities
- Maintain book of accounts for the said project and its finalization.

Please send the resumes of the eligible candidates who like to work with us to the below mail ID.

Alen.Bel@mbs.ae

Shibin.S@mbs.ae

For Memaar India Building Systems Private Limited

Sunil. T. K
Director
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MEMAAR INDIA BUILDING SYSTEMS PRIVATE LIMITED
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