



GG STAFFING SOLUTION & CONSULTING PVT. LTD.

PRIDE | RESPECT | ACHIEVE

Job Title: Accountant

Company: GGSS Group

Location: Delhi

Job Type: Full Time

Job Overview: We are looking for an Accountant to manage all financial transactions, from fixed payments and variable expenses to bank deposits and budgets.

About Our Company: GG Staffing Solution & Consulting Pvt. Ltd. is a part of **GGSS GROUP**, a leading provider of Financial IT & E-Governance solutions, dedicated to transforming public service delivery through innovative and technologically advanced platforms. With a commitment to efficiency, transparency, and citizen empowerment, we specialize in delivering tailored solutions that enhance government operations and foster a digital ecosystem.

Key Responsibilities:

1. **Financial Reporting and Analysis:** Prepare accurate monthly, quarterly, and annual financial reports. Analyze financial data to identify trends, discrepancies, and opportunities for cost savings. Generate new business leads through various channels.
2. **Budgeting and Forecasting:** Assist in the development of annual budgets and periodic forecasts. Monitor budget variances and report significant issues to management.
3. **Accounts Payable and Receivable:** Manage invoicing, billing, and the collection of payments. Oversee accounts payable functions to ensure timely payment of invoices.
4. **Tax Compliance:** Ensure compliance with local, state, and federal tax regulations. Assist in tax planning and preparation of tax returns.
5. **Audit and Compliance:** Coordinate with external auditors during audits and inspections. Ensure adherence to financial policies and regulatory requirements.
6. **Payroll Administration:** Process payroll and ensure accurate calculation of wages, tax withholdings, and employee benefits.
7. **Cash Flow Management:** Monitor and manage the company's cash flow. Prepare cash flow forecasts and manage working capital.
8. **Financial Systems and Controls:** Implement and maintain effective internal controls. Utilize financial software for efficient management of accounting operations.



B2-272, SECTOR-6, ROHINI, DELHI-110085



www.ggssgroup.com



011-45120166

CIN NO. 93000DL2015PTC289007

GST No. 07AHUPG0825A1ZO

1. **Cost Analysis:** Analyze costs related to logistics operations and recommend cost-effective solutions.
2. **Stakeholder Communication:** Communicate financial information to management and other stakeholders.

Requirements:

1. **Educational Background:** Bachelor's degree in Accounting, Finance, or related field.
2. **Experience:** Previous experience in accounting, preferably in the logistics or transportation industry.
3. **Technical Skills:** Proficiency in accounting software (e.g., TALLY), MS Office, especially Excel.
4. **Analytical Skills:** Strong analytical abilities to interpret financial data and make informed decisions.
5. **Attention to Detail:** High level of accuracy in preparing and entering financial information.
6. **Communication Skills:** Excellent verbal and written communication skills.
7. **Regulatory Knowledge:** Knowledge of accounting principles, tax laws, and regulatory standards relevant to the logistics industry.
8. **Time Management:** Ability to meet tight deadlines and manage multiple tasks.

What We Offer:

1. Competitive salary with attractive commission structure.
2. Opportunities for career growth and development.
3. A dynamic and collaborative work environment.

SALARY RANGE:

SLAB 1: RS 200000 LAKH – 350000 LAKH PER ANNUM (FOR 0 TO 2 YEARS OF EXPERIENCE)
SLAB 2: RS 350000-600000 PER ANNUM (FOR 2 TO 5 YEARS OF EXPERIENCE)
SLAB 3: RS 600000 LAKH - RS 9,000,000 LAKH (FOR 5 + YEARS OF EXPERIENCE)
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How to Apply:

If you are a passionate and driven individual looking to take your career to the next level, we invite you to apply by sending your resume and a cover letter to INFO@GGSSGROUP.COM . WITH YOUR CURRENT PHOTO OR YOU CAN ALSO WHATUP US ON NUMBER: 7678147128 please include "ACCOUNTANT" in the subject line.