

SENIOR MANAGER / ASSISTANT GENERAL MANAGER – TAXATION

QUALIFICATIONS:

CA with rich experience in Direct & Indirect taxation

DESIRED EXPERIENCE:

- 12 -15 years of experience in Indirect Taxation and Statutory Compliances.
- Candidate should have worked with a large corporate house with multiple entities in the group.

KEY ROLES & RESPONSIBILITIES:

- Assisting in the Indirect/Direct Taxation matters of the group companies.
- Compute taxes and prepare tax returns, ensuring compliance with payment, reporting and other Indirect tax requirements.
- Prepare computation for Service Tax, VAT, TDS-WCT and other Indirect taxes and reconcile with tax ledger/register.
- Filing of monthly/quarterly/half yearly/annual returns under VAT, service tax, professional tax, TDS, property tax, PF etc. and maintain CENVAT register.
- Keeping records/registers/returns required for VAT and service tax for computation, assessment/inspection/audit.
- Attending assessments/inspections, replying to notices etc.
- Ensure Statutory Compliances and Audit Compliances for all Indirect tax related transactions.
- Liaison with statutory auditors and ensure completion of audits within agreed timelines.

KEY SKILLS:

- The incumbent should have experience of working in large organization and having good intellectual communication and interpersonal skills. Hands on experience of working on SAP will be an added advantage.

REPORTING TO:

CFO

LOCATION:

Bandra Kurla Complex, Mumbai

WEBSITE

www.chalethotels.com