



PR/108966 | DM / Manager – Finance

## Job Information

### Recruiter

JAC Recruitment India

### Job ID

1515421

### Industry

Automobile and Parts

### Job Type

Permanent Full-time

### Location

India

### Salary

Negotiable, based on experience

### Refreshed

March 25th, 2025 11:01

## General Requirements

### Minimum Experience Level

Over 3 years

### Career Level

Mid Career

### Minimum English Level

Business Level

### Minimum Japanese Level

Business Level

### Minimum Education Level

Associate Degree/Diploma

### Visa Status

No permission to work in Japan required

## Job Description

Position: DM/Manager – Finance

Location: Surajpur, Noida

Qualifications & Experience: CA with 8-10 years of total experience with 3-5 years in Plant accounting

Key Responsibilities:

A) Material Accounting:

\* Approve supplier invoices for direct and indirect materials.

\* Approve import material accounting, including customs duties and cost tracking.

\* Ensure complete month-end material provisions and MIT bookings.

- \* Manage MRN interface from Pymac to Navision for billing.
- \* Update account lines and tax rates in Pymac for new parts.
- \* Analyze material costs (BOM vs. actual) and explain variances.
- \* Reconcile supplier/vendor balances, including old balances and advances.
- \* Perform aging analysis of supplier, vendor, and employee balances.
- \* Review trial balances, identify non-moving GL balances, and close them.
- \* Ensure timely and correct vendor payments.
- \* Control vendor reconciliation to ensure accuracy.

B) Other Responsibilities:

- \* Prepare and analyze monthly MIS for financial review.
- \* Support statutory and tax audits with schedules and coordination.
- \* Address internal audit observations and implement corrective actions.
- \* Maintain financial documents as per J-SOX.
- \* Coordinate with departments on material cost approvals.
- \* Ensure digital storage of finance records for material section.
- \* Improve controls in material process flow.
- \* Submit import payment documents on time to reduce IDPMS delays.
- \* Ensure timely and accurate cost debits to vendors.

Skill :

- \* Accounting
- \* Finance
- \* Good excel and PPT knowledge
- \* Positive attitude ,
- \* Big data understanding and analytics
- \* Willingness to learn and grow

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Company Description