



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

January 14th, 2025 10:31

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

Company Description