

Job Description

Company	Course5 Intelligence Ltd
Position Title	Senior Associate – Accounts
Reporting to	Manager
Schedule	Full-Time
Work Location	Airoli

OVERVIEW

Course5 Intelligence

We enable organizations to make the most effective strategic and tactical moves relating to their customers, markets, and competition at the rapid pace that the digital business world demands. Founded in 2000, our business areas include Applied AI, Big Data Analytics, Digital Transformation and Analytics. Rapid advances in Artificial Intelligence and Machine Learning technology have enabled us to create disruptive technologies and accelerators under our Course5 Intelligence suites that combine analytics, digital, and research solutions to provide significant and long-term value to our clients. More information can be found at www.course5i.com

Global Offices

United States | United Kingdom | United Arab of Emirates | India | Singapore

Job Responsibilities:

- Accounting of Accounts payable, Accounts receivable, Cash and Bank Reconciliation, Journal entries, Inter- company entries etc.
- Preparing and Checking of Bank Reconciliation Statement
- Preparing and accounting monthly Provisions, Prepaid expenses and Depreciation
- Reconciliation of Inter Branch accounts
- Preparation of monthly expense and other Balance sheet Schedules
- Assisting in monthly P&L and Balance sheet closure

Requirements & Qualifications:

- Good experience in Excel
- Good experience in Tally
- Good communication skills

Course5 is proud to be an equal opportunity employer. We are committed to equal employment opportunity regardless of race, color, religion, sex, sexual orientation, age, marital status, disability, gender identity, etc. If you have a disability or special need that requires accommodation, please keep us informed about the same at the hiring stages for us to factor necessary accommodations.

