



<https://karnipuna.com/careers/senior-accounts-executive/>

Senior Accounts Executive

Description

At Karnipuna Advisors, we are a leading business consulting firm focused on helping organizations enhance their strategic decisions, streamline operations, and improve financial performance. Our expert team collaborates with clients from various industries to provide actionable insights, guiding them toward greater success. We are looking for a highly motivated and skilled Financial Planning & Analysis Consultant to join our team and work closely with our CEO to deliver financial insights that drive client success.

The resource will be responsible for coordinating with multiple clients, obtaining and analyzing financial forecasts, preparing detailed financial statements, and providing actionable recommendations for improving financial performance. You will work directly with the CEO and be part of a dynamic team that provides invaluable support and strategic advice to our clients.

Job Location

Hyderabad

Responsibilities

- To handle the day-to-day accounting function and ensure closing of books in time bound manner on periodic basis including periodic bank reconciliation, provisions/accruals, ledger scrutiny, vendor & employee payments, GST Invoicing etc.
- Ensuring day-to-day transactions such as accounts payable, cash receipts and accounts receivable, credit card transactions, and payroll are recorded properly.
- Performing timely and accurate month-end journal entries and balance sheet reconciliations (e.g., net assets, investments, revenue, expenses, payroll allocations, etc.), ensuring that accounting schedules are updated and accurate.
- Maintaining internal control and safeguards for receipt of revenue, costs, and programme budgets and actual expenditures;
- Statutory compliance like, timely payment of TDS, Professional tax, PF, ESI etc and periodic return filing. Preparation of data for filing GST & TDS returns and payment on a timely basis.
- Ensuring proper revenue and expense recognition.
- To assist in the preparation of monthly/quarterly financial results for Management review.
- Responsible for adherence to financial & accounting policies and operating procedures framed by the company.

Hiring organization

Kar Nipuna

Employment Type

Full-time

Beginning of employment

Immediately

Industry

Accounting and Finance

Working Hours

9:30 AM – 6:30 PM

Date posted

June 7, 2025

- Monitoring cash and investment balances and performing cash flow forecasting.
- Managing organizational cash flow forecasting by working in partnership with the Programme Heads; collaborating with Programme Heads to assess the financial efficacy of programme operations and establish finance and administrative systems to support programme operations;
- Ensuring all finance and accounting operations comply with generally accepted accounting principles (GAAP) and federal and state laws and regulations.
- Assisting leadership in the annual budgeting and planning process; administering and reviewing all financial plans and comparing to actual results with a view to identifying, explaining and correcting variances as appropriate;
- Assisting the Director and budget managers in developing and monitoring departmental, project, and organizational budget; assisting with monthly financial reporting needs.
- Supporting the CFO in engaging the board's audit and finance committees around issues and trends in financial operating models and delivery;
- Performing fiscal year-end close activities and assisting with activities and requirements of external auditors
- Continually seeking and implementing opportunities to streamline and improve finance and accounting operations through technology including training staff to better utilize financial and accounting software.
- Providing leadership in strengthening internal communications with staff at all levels throughout the organization; creating and promoting a positive and supportive work environment.
- Other duties as assigned to meet organizational requirements.

Valid through

07.06.2025

Qualifications

CA/CMA/MBA

Job Benefits

Competitive salary and performance-based bonuses.

Opportunity to work closely with the CEO and senior leadership in shaping the firm's direction.

A collaborative and dynamic work environment with opportunities for growth and professional development.

Exposure to a wide range of industries and clients, allowing for broad experience and career advancement.

Kar Nipuna is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees

Experience

- CA(0-2 years work Experience)
- CMA(0- 4 years Experience)
- MBA(7+ years experience)
- Proven experience in preparing financial statements, budgets,tax compliances
- Experience working directly with senior leadership or executives is a plus.