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| **About National Cooperative Organics Limited (NCOL)** |
| Realising the potential for scaling up the organic food sector, National Cooperative Organics Limited i.e. NCOL has been set up as a multistate cooperative Society jointly promoted by the National Dairy Development Board (NDDB), GCMMF (Amul), NAFED, NCDC and NCCF as promoter members. The vision of the Society is to act as an umbrella organisation to encompass all activities related to organic products produced by co-operatives leading to the realisation of ‘Sahakar se Samriddhi’. To know more about NCOL, please visit: <https://ncol.coop/> |
| **JOB DESCRIPTION** |
| **Position** | Senior Executive Accounts |
| **Location** | Delhi |
| **No. of Positions** | 1 |
| **Major Accountabilities**  | 1. Processing of Receipts and Payments ensuring tax compliance 2. Working and Payment of Statutory Dues3. Fund Statement, Fixed Deposits & Monthly BRS4. Issuance of Sales Invoice5. Assistance in filing TDS & GST returns6. Statutory Compliances other than Taxation7. Processing of Expenses related to Employees 8. Any other work as & when required |
| **Education** | Graduate in Commerce with CA (Inter)/ ICMA (Inter). Knowledge of computerised accounting systems & MS Office is desirable. |
| **Experience** | Minimum 5 years of experience in FMCG/ Co-operative.Experience in dealing with Accounting, Taxation, Audit, Banking & fund management, and Support in the Finalisation of Accounts. |
| **Approx CTC (per Annum)** | Remuneration would be commensurate with qualification and experience |
| **How to apply** | **Forward the updated CV to hr@ncol.coop**The last date to apply is 14 August’24 |