

	FALKEN TYRE INDIA PVT. LTD.
GURGAON	Role Profile

Job Description	
Level/ Designation	Executive- Taxation
Reports to	General Manager (Finance)
Principal Accountabilities	<ul style="list-style-type: none"> • Knowledge of VAT & CST (Payment & Returns, Statutory Compliances, VAT Audit & Assessment, Registration & Update in different places as per business requirement, Notices & Appeals related to VAT & CST etc.) • Responsible for managing the notices and cases related to Service Tax. • Liasoning with Govt., Internal and statutory auditors for all tax related issue and documentation. • Checking computation of Entry tax/Purchase Tax liability on the basis of transactions during the Tax period. • Preparing MIS reports on monthly basis for various tax analysis, tax planning & compliance report (TPCR), comparative statement & reason of variances. • Computations of Payment figures, analysis of applicability of TDS on various transactions, generation of reports, checking of tax rates, invoice freezing of TDS payment figures, depositinf tax, preparation & submission of returns.
Qualification	Graduate + MBA/PGDM degree
Age and Experience	Approx. 30-40 years Approx. 10-15 years

If you are interested in the opportunity, send your Cover Letter and Curriculum Vitae to careers@falkentyres.in