



KERALA PUBLIC ENTERPRISES (SELECTION & RECRUITMENT) BOARD

Vellayambalam, VikasBhavan P.O, Thiruvananthapuram

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NOTIFICATION

CATEGORY NO: **011/2024**

Opening Date: 19-02-2024

Closing Date: 22-03-2024

Name of the PSU : Kerala Electrical and Allied Engineering Company Limited

Name of the post : Assistant Manager (Finance)

No. of Vacancy : 2

Pay Scale : 22,360 - 37,940

I. COMPANY PROFILE:

A Multi-Product Engineering Company with 50 plus years of Experience in Engineering Industry. The Company is a Public Sector Undertaking fully owned by Government of Kerala.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Overall monitoring and supervision of department activities viz., budgeting, financial reporting, analysing financial data, preparing financial statements, overseeing accounting procedures, managing financial transactions, reconciling accounts and supporting top management with financial analysis. Supervise and mentor finance team members, conduct financial analysis and present reports to management. Ensure compliance with financial regulations and company policies. Ensuring statutory deductions and filing IT Returns under Income Tax and GST acts and other activities assigned from time to time.

III. ELIGIBILITY:

1. QUALIFICATION:

1. A Degree from a recognised University. AND 2. Chartered Accountant (Regular) / Cost and Management Accountant (CMA) (Regular) / ICWAI (Regular) with three years post qualification experience. OR CA/CMA/ICWAI intermediate with 5 years post qualification experience.

2. AGE LIMIT:

Not to exceed 36 years as on the date of Notification

3. EXPERIENCE:

For CA/CMA/ICWAI holders three years of post-qualification experience in Accounting/Finalization of accounts/Audit/Taxation/Fund Management/Budgeting/Costing etc in an organization of repute, preferably Public Sector Undertakings. For candidates with CA/CMA/ICWAI intermediate, 5 years post qualification experience is required.

4. SKILLS:

Financial analysis, Budgeting, forecasting, risk management, financial reporting, strategic planning, and Time management.

5. DESIRABLES:

Experience in Public sector Undertakings

NOTE TO APPLICANTS:

1. The applicants are required to go through the notification carefully and satisfy themselves about their eligibility for this recruitment before applying
2. Admittance to the interview will be provisional only. The Interview Board will have the right not to evaluate the performance of the candidate if material discrepancy is found regarding the applications/credentials at the interview stage. The candidature of such candidate will be rejected.
3. Candidates shall submit their applications via online mode only. Applications submitted via any other medium will be summarily rejected.
4. Candidates must upload their essential qualification and essential experience certificates while applying. Those who fail to upload the certificates shall be summarily rejected.
5. Candidate should provide a valid email ID and mobile number as all correspondence pertaining to recruitment will be communicated by the email address and mobile number provided at the time of filling online application.
6. Relaxation in upper age limit is applicable to the eligible candidates as per rules.

Secretary

Kerala Public Enterprises
(Selection & Recruitment) Board