

Job Title: Accountant**Organization:** Krida Vikas Sanstha**Location:** Slum Soccer Academy Shanti Sadan, Lonara Road. Bokhara Nagpur 441122.

About Us: Krida Vikas Sanstha is an award winning nonprofit organization dedicated to changing lives through the power of sports since 2002. We are seeking a skilled and motivated Accountant to join our passionate team. If you are an experienced accountant with a heart for social impact, we invite you to apply and contribute to our mission of making a positive change in the community.

Position Overview: We are looking for a detail-oriented Accountant to manage our financial transactions and accounts. The ideal candidate will have a strong background and experience in accounting, exceptional analytical skills, and a passion for contributing to meaningful causes. As an Accountant, you will be responsible for maintaining accurate financial records, preparing financial reports, and supporting budgeting and forecasting activities.

Key Responsibilities:

- **Financial Management:**
 - Manage day-to-day financial transactions, including accounts payable, accounts receivable, and payroll.
 - Reconcile bank statements and maintain general ledger accounts.
 - Prepare and review financial statements, reports, and budgets.
- **Compliance and Reporting:**
 - Ensure compliance with accounting standards, legal requirements, and donor restrictions.
 - Prepare financial reports for internal analysis and external stakeholders.
 - Assist in the preparation of grant budgets and financial reports for funding proposals.
- **Audit and Taxation:**
 - Coordinate with external auditors during annual audits.
 - Assist in the preparation of tax filings and compliance documents.
- **Process Improvement:**
 - Identify opportunities for process improvement and implement best practices in financial management.
 - Assist in the implementation and maintenance of accounting software systems.

Qualifications:

- Bachelor's degree in Accounting, Finance, or related field.
- Minimum of 3 experience in nonprofit accounting or a similar role.
- Proficiency in accounting software Tally and Microsoft Office Suite.
- Strong understanding of accounting principles and regulations.
- Excellent analytical, problem-solving, and communication skills.
- Ability to work independently and collaborate effectively in a team environment.
- Attention to detail and high level of accuracy in work.

How to Apply: Interested candidates are invited to submit a resume, cover letter, and three professional references to reachus@slumsoccer.org with the subject line Accountant Application Applications will be reviewed on a rolling basis until Nov 25, 2023

Krida Vikas Sanstha is an equal opportunity employer. We encourage applications from candidates of all backgrounds and experiences who share our commitment to diversity and inclusion.

Please note that only shortlisted candidates will be contacted for interviews.

Krida Vikas Sanstha thanks all applicants for their interest in this opportunity.