A. Qualifications:
- BBA/Masters in Accounting with minimum CGPA of 3.00;
- At least 2(two) years of relevant experience with any reputed bank/FI/audit firm;
- Excellent oral and written communication skills in Bengali and English;
- Knowledge of computerized accounting and record keeping system.

B. Major Duties and Responsibilities:
- Ensuring timely generation of periodic financial reports for internal and external stakeholders;
- Acting as the key business partner for functional units to determine reporting needs, advising on proposed arrangements, and coordinating system updates;
- Ensuring financial records are maintained in compliance with accounting policies and regulatory requirements;
- Identifying accounting control gaps and resolving discrepancies/deviations;
- Implementing process improvements and automation;
- Preparing bank reconciliation, revenue and expenditure variance analysis, capital assets accounting, and year-end closing entries;
- Dealing with corporate tax matters and ensuring timely submission of tax returns;
- Coordinating with auditors in carrying out internal and external audit.

C. Age limit: 32 years

D. Remuneration:
BDT 81,414 + Festival Bonus + LFA + Gratuity + other benefits as per company policy

Interested individuals possessing required qualifications, skills and experiences are requested to go to the following link to apply:
http://idcol.org/home/vacancies

Application Deadline: 25 January 2022

Only short-listed candidates will be contacted. Any direct or indirect solicitation will result in disqualification of the candidature.