

URGENT HIRING

JOB OPPORTUNITY

Sr. ACCOUNTS EXECUTIVE - CA FIRM EXPERIENCE

Experience	2-8 Years	Location	Pitampura, New Delhi	Department	Accounts & Finance
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Legal Raasta Technologies Private Limited is looking for an experienced Accounts Executive to join our Corporate Office.

The ideal candidate should have prior CA Firm experience and be capable of independently handling client accounts, accounting operations, and statutory compliance.

Key Responsibilities

- Manage and maintain books of accounts for clients
- Prepare and file GST Returns
- Prepare and manage TDS Returns and related compliances
- Assist in preparation and filing of ITR Returns
- Handle client coordination and resolve accounting-related queries
- Perform bank reconciliation, ledger scrutiny, receivables and payables
- Prepare and maintain MIS reports

Preferred Skills

CA Firm Experience | Tally Prime | MS Excel | GST | TDS | ITR | Client Coordination | Accounting | MIS Reporting | Banking

Interested candidates can share their updated profile/resume at:

[**legalraastahr@gmail.com**](mailto:legalraastahr@gmail.com)

Legal Raasta Technologies Private Limited