



Form No.: VSI/Personnel/ Job Advt./Accounts/2021-22/12.11.2021

Job Title*	Applications are invited for the post of Assistant Accounts Officer (01 Post) at Accounts Department . Application should be submitted through Post or by Hand or by email to VSI along with photo copies of original Certificates and CV/Resume on or before 30th November 2021
Company Name	VASANTDADA SUGAR INSTITUTE PUNE
Company Profile	VSI established in 1975 by the sugarcane growers of the co-operative sugar factories, is the only organization of its kind in the World. The institute performs under one umbrella all scientific, technical and educational functions relevant to the Sugar Industry. The institute endeavour to improve and increase the productivity in the Sugar Industry through three main channels namely - Academics, Research and Extension. VSI symbolizes a unique partnership between Sugar Industry, the Scientific Community and the Cane Growers.
Name of the Post*	Assistant Accounts Officer (01 Post)
Name of Department*	Accounts Department
Compensation (Per month)*	VSI Pay Level S-18 (Rs. 35210 – Rs. 111550) (Starting Salary: Rs. 47,886/- pm (including all eligible allowances)
Job Profile*	<p>1) Knowledge in processing of salary, Verification of running bills & final bills of contractor, supplier & various types of payments, Bank Reconciliation, Debtors & Creditors ledger scrutiny, Finalization of Accounts, TDS and Income Tax Assessment Knowledge.</p> <p>2) Knowledge in recent laws regarding Income Tax, Goods and Service Tax (GST), etc.</p> <p>3) Adequate knowledge in computer operation in Words, Excel and Power Point etc.</p>
Qualification*	<p>1) M. Com with 3 years' minimum experience in Accounts & Finance functions & procedures OR</p> <p>2) B. Com with 5 years' minimum experience in Accounts & Finance functions & procedures.</p> <p>3) Passing of Inter C.A. OR Inter C.M.A with good Experience in above mentioned job profile will be given preference.</p>
Experience*	M.Com with Minimum 3 years' experience OR B.com with minimum 5 years' experience
Ref. No.	
Location*	Generally by default is 'Pune' and 'Anywhere in India'
Terms & Conditions*	<ul style="list-style-type: none"> • Application with requisite qualification, experience and received BY Post or by Hand only to VSI • The post carries prescribed pay-scale, DA, HRA and other benefits as per the rules of the Institute.



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	<ul style="list-style-type: none">• No TA/DA will be provided if candidate called for Written/ Personal interview at Institute.• Decision of Selection Committee of the Institute shall be final.• Institute reserves the right to fill in the post or cancel post without assigning any reason thereof• For location of VSI see location Map.
Details of mode of application Submission*	Application supported with evidence of academic and experience may be sent super scribing the envelope “ Application for the Post of ASSISTANT ACCOUNTS OFFICER ” ”BY POST, OR BY HAND OR BY EMAIL ONLY TO, The Director General Vasantdada Sugar Institute Manjari (Bk.), Tal. Haveli, Dist. Pune 412 307.
Last Date of Application Submission by Post or by Hand	On or before 30 th November 2021
Contact Information*	Mr. R.S. Gangele Personnel Manager Vasantdada Sugar Institute Manjari (Bk), Pune 412307 Tel: 020-26902100/113/114
EMAIL	sp.jadhav@vsiisugar.org.in
Website	www.vsiisugar.com
Keywords*	Processing of salary, Verification of running bills, Income Tax, Good and Service Tax (GST), etc.

Director General