

# Hire Skills

<https://tender-varahamihira.103-73-189-254.plesk.page/index.php/job/accounts-executive/>

## Accounts Executive

### Description

We are hiring a detail-oriented **Accounts Executive** to manage financial transactions, maintain records, and ensure compliance with accounting standards.

### Responsibilities

- Prepare and maintain financial statements and reports.
- Handle accounts payable and receivable.
- Assist with budgeting and financial analysis.
- Ensure compliance with taxation and regulatory requirements.
- Support internal and external audits.

### Qualifications

- Bachelor's degree in Accounting, Finance, or related field.
- 1–2 years of experience in accounts or finance preferred.
- Strong analytical and problem-solving skills.
- Proficiency in MS Excel and accounting software (e.g., Tally, QuickBooks).
- High attention to detail and accuracy.

### Employment Type

Full-time

### Job Location

Thrissur, Thrissur, Kerala, India

### Working Hours

9:00 AM – 6:00 PM

### Base Salary

₹ 20000 - ₹ 30000

### Date posted

November 5, 2025