

About PEPL

We are India's Leading Energy Company, Clean and safe energy, the solar energy

Solar Energy – Today's resource for a brighter tomorrow!

Account Manager

We are looking to hire for a passionate Account Manager to join our growing solar installation company.

About the Role

We are looking for a dynamic, high-performing Account Rep with experience selling technology and/or other services over the phone, by email, and via web-based presentations. You will be responsible for managing a client book and proactively reaching out to ensure client satisfaction/retention while continuously hunting and closing new business. The ideal candidate has a history of bringing on new business and hitting sales quotas, and loves the challenges that come with outbound prospecting in a competitive market.

What You'll Do

- Oversee and manage the general accounting functions, including, but not limited to: accounts payable, accounts receivable, general ledger, and taxes
- Provide inputs in the form of detailed analysis and insights on monthly expenses across various heads, departments and activities for the cost centre and provide recommendations
- Monthly closure of books within time limit and Preparing MIS on a Monthly basis and reporting to higher authorities
- Make provisions for expenses for all Expenses / Purchase Orders that have been issued in a particular month against which bill has not been booked by the defined timelines every month
- Ensure all books of accounts are maintained as per defined accounting standards and practices
- Responsible for maintaining proper documentation/ filing for all operations
- Payment and filling of Direct and Indirect Taxes (TDS, TCS, GST, audit replies from various departments, etc.)
- Support monitoring of financial performance measures of the centre against budgets,
- Hands-on experience with MS Excel and accounting software (e.g. Tally)

Nice to Haves

- Graduate in B.COM, M.COM/ MBA. OR Tally.
- Excellent interpersonal skills.
- Professional appearance and a friendly disposition.
- Excellent command on tally and GST.

Location: Indore.

Kindly share your resume on Shraddha.r@pickrenew.com