

Deputy Manager Audit

R&I Electrical Appliances Pvt Ltd

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|  | Total Positions: 1 | Experience: 3 Years |
| | Gender: Any | Travel Required: Not Specified |
| | Min Education: ACA-ACCA-CA-ACMA | Job Shift: Morning |
| | Career Level: Experienced (Non Manager) | Salary Range: PKR50000 - 70000/Month |
| Category/Industry: Engineering | | Max Age Limit: Not Specified |
| Posted on: 04 January 2017 | | Expiry Date: 04 April 2017 |
| Job Type: fulltime | | |

Job Description:

R&I Electrical Appliances Is Looking For Deputy Manager Audit

- Carry out branch audits on periodic basis. Scope of audit includes:
- Cash Reconciliation regarding petty cash account and SVC revenue.
- Reconciliation of physical stock with Oracle software.
- Review of Dealer's Credit Balances with Outstanding Balances.
- Visit to dealers all over company dealers in provinces of Punjab and KPK AND reconcile.
- Verification of Security Cheques with Credit Limits
- Service Center Audits including compliance of procedure, SVC revenue as per company
- Verification of physical fixed assets with company records
- Assuring compliance with company policies, rules and guidelines defined by the management with respect to sales, service centres and branches operations
- Identify weaknesses in internal control system and recommend for improvement.
- Submit report to Manager Internal Audit about audit findings with evidences obtained during the audit.
- Visit to corporate clients of the company and reconcile company outstanding with their record.
- Any other special assignment given by the management.

Required Skills:

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