

Kotak Bank Jobs For Freshers – Bank Job In Accounting Coordinator Post

Hiring organization
Kotak Mahindra Bank

Job Location

India
Remote work from: IND

Date posted
January 19, 2024

(adsbygoogle = window.adsbygoogle || []).push({});

Valid through
31.08.2024

Base Salary

USD 16 - USD 27

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});

Description

Kotak Bank Jobs For Freshers

Kotak Mahindra Bank is one of India's leading private sector banks, renowned for its customer-centric approach and innovative banking solutions. We are driven by a passionate team of individuals who are committed to excellence and making a positive impact on the lives of our customers.

(adsbygoogle = window.adsbygoogle || []).push({});

Kotak Mahindra Bank Jobs Near Me

Responsibilities:

- Maintaining accurate and timely accounting records, including general ledger entries, accounts payable and receivable, bank reconciliations, and fixed asset tracking.
- Processing invoices and payments, ensuring proper documentation and adherence to company policies.
- Preparing financial reports and statements, including trial balances and balance sheets.
- Liaising with internal departments, such as branches and treasury, to obtain and provide financial information.
- Assisting with month-end and year-end closing activities.
- Staying updated on relevant accounting standards and regulations.

(adsbygoogle = window.adsbygoogle || []).push({});

Kotak Mahindra Bank Careers

Skills:

- Strong analytical and problem-solving skills.
- Excellent attention to detail and accuracy.
- Proficient in MS Office Suite (Excel, Word, PowerPoint) and accounting software.
- Strong communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Passion for learning and continuous improvement.

Important Links

Find the Link in [Apply Now](#) Button

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});