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| **Job Description** | | | |
| **Job Title:** | Executive / Sr. Executive | | |
| **Department:** | Finance | **Report to:** | Manager / Assistant Manager |
| **Location:** | Rabale, Navi Mumbai | **Position Type:** | Full Time |
| **About Immunoadoptive Cell Therapy Private Limited.** | | | |
| ImmunoACT is a pioneering cell & gene therapy company, currently in Phase II trials for India’s first indigenously developed CAR-T therapy for the treatment of refractory/relapsing B-cell malignancies (HCAR19), with an aggressive pipeline to treat liquid and solid tumors, With strong, strategic Research (IIT-Bombay) and Clinical (Tata Memorial Hospital) collaborations, ImmunoACT is paving the way towards affordable and accessible gene-modified cell therapies for resource-constrained economies.  Our first state-of-the-art GMP facility has been operational since mid-2022, as we scale-up and scale-out our production capabilities to serve the clinically unmet needs of patients across India.  **Our Vision:**  To be a Leader in Cell & Gene Therapy for the Long-Term Cure of Patients, through Translational Research in India & beyond  **Our Values:**   * Accessible and affordable to all * Cutting edge research * Transforming ideas to reality  *Become a part of this revolution in the healthcare industry - grow your career with us.* **Website** – <https://www.immunoact.com/> - Visit our website, understand about us.  **LinkedIn Profile** - <https://www.linkedin.com/company/immunoact/> | | | |
| **Roles and Responsibilities** | | | |
| * Knowledge of GST * In depth knowledge of TDS * Basic knowledge of INDAS and accounting standards * Requires strong computer skills - knowledge of Microsoft office packages and very good hands-on Excel * Preparation of various reconciliation statement (Bank, vendor, Debtors) etc. * Inventory management and accounting, preparation of Bill of Material. * Preparation of MIS * Assisting in the audit * Preparation of the Financial statements | | | |
| **Qualifications and Educational Requirement** | | | |
| * Any Postgraduate/ Graduate. Preferable MBA in Finance * 2-4 years’ experience in Finance. Preferable experience of Pharma/ Biotech Industry | | | |
| **Desired Qualities** | | | |
| * Problem solving approach * Reporting skills * Flexibility * A Team player | | | |



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| **Compensation** | Compensation and other perquisites would not be a constraint for the right candidate |
| **Email Id** | [*jobs@immunoact.com*](mailto:jobs@immunoact.com) |