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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
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| **Qualifications and Educational Requirement** |
| * Any Postgraduate/ Graduate. Preferable MBA in Finance
* 2-4 years’ experience in Finance. Preferable experience of Pharma/ Biotech Industry
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| **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* |