



Required 02 Candidates in SHIV SAKTI Gas Agency.

Job Description -

For Accountant -1 MALE

- Complying with all company, local, state, and federal accounting and financial regulations.
- Compiling, analyzing, and reporting financial data.
- Creating periodic reports, such as balance sheets, profit & loss statements, etc.
- Presenting data to managers, investors, and other entities.
- Maintaining accurate financial records.
- Performing audits and resolving discrepancies.
- Computing taxes.
- Keeping informed about current legislation relating to finance and accounting.
- Assisting management in the decision-making process by preparing budgets and financial forecasts.
- **Accountant Requirements:**
- Bachelor's degree in Accounting or related field.
- More education or experience may be preferred.
- Special licenses or certification may be required.
- Strong analytical, communication, and computer skills.
- Understanding of mathematics and accounting and financial processes.
- Ethical behavior.
- Attention to detail.

For Telecaller -1 FEMALE

- Studying the details of each offering and remaining abreast of updates to these offerings.
- Obtaining and updating lists of individuals' contact details.
- Calling active and budding clients to encourage the purchase of items.
- Addressing clients' uncertainties, grievances, and suggestions on time.
- Noting important details of each conversation.
- Communicating verbal acceptances of offers to our sales team for closing.
- Recording all successful and unsuccessful attempts to close sales.
- Attending regular team meetings to clarify progress and performance-related expectations.

- Conducting each of your functions with the utmost respect, regardless of others' dispositions.

Telecaller Requirements:

- High school diploma or equivalent.
- Prior experience as a telecaller or similar.
- Completion of a sales-related training program is preferred.
- Computer literate.
- Exposure to diverse viewpoints, cultural norms, and experiences.
- Superb verbal communication.
- Ability to switch your communication style on a whim.
- Superb interpersonal, research, and record-keeping skills.
- Capacity to receive critique without internalizing it.

Qualification -GRADUATION

Salary - 10K TO 12 K

Location - Muzaffarpur,Bihar

Apply on www.trenet.in