Job Description- Avega Business Solutions Pvt Ltd

Job Title: Associate/Senior Associate- Fund Accounting
Location: Bangalore/Erode
CTC: 6 to 7 Lakhs

About us: Avega Business Solutions Pvt Ltd is a leading Fund accounting firm with a presence in multiple locations. The company aims to become a prominent global leader in fund accounting by 2030.

Roles and Responsibilities:

- Preparation of MIS reports and financial statements.
- Calculate net asset value (NAV) of funds on a period basis.
- Perform allocation of income, expenses, and capital to limited partners (LPs).
- Manage and track capital calls, distributions, and investor commitments.
- Prepare and send capital call/distribution notices to investors.
- Record acquisitions, dispositions, and valuations of portfolio investments.
- Calculation of performance metrics such as IRR, MOIC, TVPI etc.
- Coordinate with valuation experts and auditors on investment valuation.
- Prepare quarterly investor reports.
- Respond to investor queries regarding financials, allocations, and capital activity.
- Support fund raising efforts with data and reports as needed.
- Ensure adherence to fund agreements, regulatory requirements, and internal policies.
- Coordinate and support annual audits and tax filings.
- Work closely with legal, compliance, and external auditors.
- Manage and monitor a team of 3-4 members.

Candidate Requirements:

- **Education**: CMA fresher or CMA with 2-3 years of experience
- Advance knowledge from accounting to Finalization of Accounts.
- Basic working knowledge in reporting and statutory compliances like direct & indirect taxes, FEMA, and exchange regulations.
- Ability to read and understand various documents including financials.
- Strong attention to detail and good analytical skills.
- Good communication skills
- Team Management Skills and willingness to monitor and mentor other staff.
- Hands-on experience with TALLY and MS office