

# Job descriptions

Campus Hiring for Assurance team

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Section **1**

# Job descriptions

# 1. Job description — Assurance

## 1.1 Assurance — Associate

<b>Qualification:</b>	<b>Bcom, Mcom</b>
<b>Work location:</b>	Kochi
<b>Skills:</b>	<ul style="list-style-type: none"><li>▶ Basic accounting and auditing knowledge</li><li>▶ Strong communication skills</li><li>▶ Strong analysis skills and a critical thinking mind-set</li><li>▶ Attention to detail and diligence in following up</li><li>▶ Professional, confident and expressive</li><li>▶ Ability to prioritize to meet tight deadlines</li><li>▶ Ability to multi-task on projects and assignments</li><li>▶ Ability to communicate at different levels within the organization</li><li>▶ Ability to plan ahead and anticipate potential problems before they arise</li><li>▶ Strong MS Office skills specifically Microsoft Excel and Word</li><li>▶ Ability to learn new software tools</li><li>▶ Knowledge of foreign languages including French, German, Spanish, Italian or Dutch is a plus</li><li>▶ Pursuing ACCA or CPA will have an added advantage</li></ul>
<b>Responsibilities:</b>	<ul style="list-style-type: none"><li>▶ Understand client background, sector and regulatory environment to support performance of relevant assurance procedures</li><li>▶ Support executing assurance procedures under the guidance of a senior</li><li>▶ Document clearly and accurately the execution of assurance procedures as defined by the engagement objectives, and planned assurance approach as per the methodology prescribed by EY</li><li>▶ Understand country-specific and internationally accepted accounting principles and auditing standards, including reporting requirements</li><li>▶ Work with a diverse set of engagement teams across sectors and geographies</li><li>▶ Proactively reach out to team's soliciting real time feedback for work performed and take appropriate action</li><li>▶ Accurately identify problems and exceptions, and ensure that the local engagement team has been informed in a timely manner</li></ul>

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EY is a global leader in assurance, tax, transaction and advisory services. The insights and quality services we deliver help build trust and confidence in the capital markets and in economies the world over. We develop outstanding leaders who team to deliver on our promises to all of our stakeholders. In so doing, we play a critical role in building a better working world for our people, for our clients and for our communities.

**About EY Global Delivery Services (GDS):**

Global Delivery Services (GDS) consists of various service delivery centers from which our Client Service and Enablement Services teams operate to deliver strategic support to our EY member firms. GDS spans all geographies, practices, services lines, sectors and competencies within EY to deliver deeply-integrated services that result in efficient and world-class solutions.

Today, the GDS team is 20,000 strong across five countries and plays an important role in EY's growth strategy by providing efficient and effective support to our service lines and enablement functions. GDS is a vibrant organization that is constantly growing and expanding its base, services and competencies.

With our clear vision for the future and commitment to developing outstanding leaders, EY is the place to grow your career. You will feel at home from the start, and will receive the training, support and guidance you need to do great work with exciting clients.

Along the way, you will meet people and gain important knowledge and insights that will stay with you throughout your career. In fact, whenever you join us — and however long you choose to stay — you will have valuable experiences that will last a lifetime.

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