

Job Title	Management Trainee
Location	Mohali
Shift Time	12:00 PM – 8:00 PM (Monday to Friday)
Qualification	B.Com/M.Com/MBA(Finance)/ ACCA (completed or pursuing)
About Acuity Professional Group:	<p>We are a Professional Services firm that's committed to providing better financial experience for our clients. We are financial architects. A team of solvers combining financial, technological and human intelligence to deliver the best outcomes for our clients and the wider community.</p> <p>We are an advisory focused business, for businesses, we specialize in providing accounting, outsourced finance function services, tax advisory and corporate finance services; for individuals we provide wealth management and tax planning services; and for others we provide support through our charitable foundation.</p>
Who Can Apply :	<ul style="list-style-type: none"> • Passionate about building a career in accounting, finance, or business operations • Eager to learn, adapt, and grow in a dynamic professional environment
Role Overview:	<ul style="list-style-type: none"> • As a Management Trainee, you'll undergo structured training to develop a deep understanding of accounting processes, financial reporting, and client communication. • You'll gain hands-on exposure to international accounting systems and work directly with experienced professionals who will mentor you throughout your journey. • This role is designed to help you build a strong foundation in accounting while preparing you for a rewarding career path within Acuity.
Key Responsibility	<ul style="list-style-type: none"> • Learn and support bookkeeping and accounting functions, including: <ul style="list-style-type: none"> • Posting transactions and preparing ledger balances • Performing bank reconciliations and maintaining accurate records • Assist in preparing VAT returns, payroll processing, and reconciliations • Collaborate with the Accounting Manager and Client Managers on assigned tasks • Maintain task accuracy, meet deadlines, and report progress regularly • Learn and work on leading accounting platforms such as Xero, Sage, and Hubdoc
Essential Skills & Attributes:	<ul style="list-style-type: none"> • Good communication and interpersonal skills • Sound knowledge of basic accounting principles • Strong analytical and problem-solving mindset • Proficiency in MS Office (especially Excel) • Detail-oriented, responsible, and eager to learn • Enthusiastic team player with a positive attitude and willingness to take initiative
Why Join Us:	<ul style="list-style-type: none"> • Opportunity to begin your professional journey with a global accounting firm • A supportive learning environment focused on skill-building and growth • Hands-on experience with international clients and real-world accounting • Culture that values teamwork, integrity, and continuous learning • Clear career progression path from trainee to accounting specialist

Join Acuity Professional Group and start your journey toward a rewarding career in accounting and operations — where every day brings learning, growth, and opportunity