



# Officer - Accounts Receivables

Navi Mumbai, Maharashtra, India · **Reposted 18 hours ago** · Over 100 people clicked apply

Curious where you stand? See how you compare to over 100 others who clicked apply. [Try Premium for ₹0](#)

- Am I a good fit for this job?
- How can I best position myself for t

**Apply** **Save**

## About Lubrizol

The Lubrizol Corporation, a Berkshire Hathaway company, is a specialty chemical company whose science delivers sustainable solutions to advance mobility, improve wellbeing and enhance modern life. Founded in 1928, Lubrizol owns and operates more than 100 manufacturing facilities, sales, and technical offices around the world and has about 8,000 employees. For more information, visit [www.Lubrizon.com](http://www.Lubrizon.com).

We value diversity in professional backgrounds and life experiences. By enabling a consistent, unbiased, and transparent recruitment process, Lubrizol seeks to create a positive experience for candidates so we can get to know them at their best. We recognise unique work and life situations and offer flexibility, ensuring our employees feel engaged and fulfilled in every aspect of life.

## Summary Of The Role

The position is accountable for accounts receivable management with timely collection, customer credit management, accurate reporting, and banking compliance related to Import Payments. The position would handle entire India geography covering multiple legal entities (3) of Lubrizol Accounts Receivables function.

## **Responsibilities / Accountabilities**

### Accounts Receivable

- Periodic third party Customer reconciliation. Quarterly /Monthly confirmation with JV partners.
- Ensuring timely recording of customers receipts, debit notes/credit notes in line with approval policies and procedures including.
- Timely creation of Inter-company debit / credit notes.
- Timely and accurate reporting of account receivables forecast for cash planning and follow up.
- Continuous co-ordination with the Customer Experience Representative team for timely issuance of CN / DN for any shortages, Late delivery and price difference related to customers.
- Timely follow up of overdue invoices through account managers and manage DSO levels.
- Ensuring balances are reported correctly on trial balance.
- Customer credit limits are reviewed, monitored, and released on time.
- Ensuring Withholding tax deduction by customer is reconciled, appropriately reported on 26AS and coordinate with direct tax team.
- Engage with account managers with relevant MIS on Accounts receivables and sales. Follow-up for overdue receivables.

### Banking Compliance

- Compliance of the foreign remittances A1 and A2 both in accordance with the RBI rules and regulations.

### Education / Certification

#### **Requirements (education, experience, competencies, and specific job requirements):**

- Bachelor of Commerce or similar qualification.

## Experience And Skills

- Minimum of 7 years of post-qualification experience in accounts receivable management and banking compliance post import payments
- Excellent in MS Excel
- Working in SAP environment is must.
- Working knowledge of FEMA, banking regulations is strongly recommended.
- Good in written and communication skills.

**Ready for your next career step? Apply today and let's shape the future together!**

It's an exciting time to be part of Lubrizol. Lubrizol is not staying put. We are continually learning and evolving. Our passion delivers our success — not only for Lubrizol but for those who count on us every day: our employees, customers and communities.

We work with a relentless commitment to operate safely and responsibly, keeping safety, sustainability, ethics, and compliance at the forefront of everything we do. The well-being of our employees, customers and communities is paramount to our culture and in the way we approach our work.

As a diverse, global team, we work together to solve some of the world's most pressing challenges. We impact everyday lives through science only Lubrizol can deliver, and we never stop pushing to do it better.

One of the founding principles of The Lubrizol Corporation more than 90 years ago was treating every employee with dignity and respect. That same commitment is only stronger today.

More than that, we are committed to providing an environment where every employee can be the best they can be, no matter their ethnic origin, religion, sex, national origin, sexual orientation, gender identity, disability or any other characteristic.