

**Mumbai Metropolitan Region Development Authority
BKC, Bandra**

Deputy Accountant

-: syllabus -:

- General Knowledge.
- Financing Accounting.
- Cost Accounting.
- Taxation.
- Auditing.
- Financial Management.
- Double Entry System & Single Entry System of Accounting.
- Bank Reconciliation Statement preparation.
- Depreciation Accounting.
- Preparation of Accounting Documents.
- Goods and service Tax Act 2017.
- Business Ethics and communication -principles of business ethics corporate governance and corporate social responsibility. Essentials of communication group dynamics.
- Financial Markets and Institutions.
- Organization Theory.
- Right to Information Act-2005.
- Right to services Act-2015 Maharashtra state.
- Trading and profit & Loss Accounts & Balance Sheet, Self Balancing, Leaders and sectional Balancing, Bills of Exchange, Depreciation Reserve & Provisions, Capital & Revenue, Receipts & Payments, Income & Expenditure Account Double Account System, Branch and Departmental Accounts, Rectification of Errors, Bank Reconciliation statement, Balance sheet Formats & Classification, Accounts Financial Management, Company Laws, Auditing, Taxation- Direct /Indirect Commercial Laws, Cost Accounting Ind AS,

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