

HOW WE ARE DIFFERENT:

11+reasons to join us

- We are Not Only Training Institute but also we are Processing Payroll of Various SME's and Industrial Accounting from last 8+years.
- Article ship with various Companies & Firms within Training Period rather than working on Factual Project
- Client Certification after Completion of Articleship.
- Stipend may be provided to Trainees at the time of Article ship
- Maintaining ISO 9001:2008 Certified Standards
- 25% of Training fees will be collected once candidate get the Job i.e Candidate do not have to pay entire fees.
- A member of Chamber of Commerce – Maratta Chamber of commerce of industries & Agriculture, MCCIA
- Trainees are working with 152+ companies.
- Life time online placement support
- Knowledge up gradation every year after Budget
- Tie up with 120 + Consultancies for Placements

About Us:

Pace HR Innovations Pvt. Ltd. is founded in 2006. We are an ISO 9001:2008 Certified company. A member of MCCIA (Marattha chamber of Commerce Industry & Agriculture). Our Branches are in Pune/Mumbai/Bhuneshwar & Baroda(Gujrat).

Our Operations are we are not only a core Training institute we are already Processing Payroll of various SME's sectors. We are in Taxation, Accounting and Auditing company. We are also handling staffing of various MNC and Listed companies. we are providing Training in HR & Accounts.

FAQ :

- 1. After taking this training can we get 100% Placements?**
Ans: Yes 100%, only time varies according to your grasping level and soft skills you display at time of interview. We will Sign MOU for better Transperency.
- 2. What is the duration of course ?**
Ans: Normally for avg. Candidate it is around 6months but it will entirely depend upon grasping level of candidates. No fees will be charge extra for extra duration.
- 3. What is Benefit of Arcticleship ?**
Ans: Rather than working on Factual projects in Training candidate will get exposure to work in real time industry environment. Like every CA or MBA candidates work with the industry as intern / Articleship to gain real knowledge of Industry.

Our Panel

- ★ 12+ Certified CA's for Taxation
- ★ 8+ Senior Accountants for Industrial Accountancy
- ★ 25+HR Professionals for various Interviews
- ★ 18+ Internal Recruiter Team for Placements.
- ★ Dedicated Internal Portal for client and candidates for Placements.
- ★ A panel to review Budget every year and upgrade candidates on yearly basis.
- ★ Speaker from IIM, ICFAI, Symbiosis for guiding candidates.

THINK BEYOND ACCOUNTANCY

1st Time in MAHARASHTRA

PRACTICAL ACCOUNTS TRAINING WITH ARTICLESHIP

100% PLACEMENTS with CLIENT CERTIFICATION

Get Trained by Payroll & Taxation Processing Company

ISO 9001:2008 Certified CO.

A member of MCCIA – Maratta Chamber of Commerce of Industry and Agriculture,

Trainees from 152+ Companies

TOPICS

Industrial Accounts / Service Tax / VAT / CST / LBT / TDS / Excise / Payroll / Finance / Stock Market / Banking/ E- filing / E -Technology

Corporate Program in **INDUSTRIAL ACCOUNTING & PAYROLL (CP-IAP)**

CORPORATE Program in **BANKING, FINANCE, SECURITIES, INSURANCE & STOCK (CP-BFSIS)**

Our trainees are from following companies:
TCS, INFOSYS, AGEIS, WNS, TATA, JOHN DEER, L&T, FIZER, FUTURE GROUP, JET AIRWAYS, BAJAJ

Our foot prints: Pune/Mumbai/Bhubuneshwar/Baroda (Gujrat)

We are in: Payroll Processing, Taxation Accounts & Auditing
Practical-HR Training/ Account Training



PAGE HR INNOVATIONS PVT. LTD.

Taking Excellence to The Next Level

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Corporate Program in INDUSTRIAL ACCOUNTING & PAYROLL (CP-IAP)

Group I

INDUSTRIAL ACCOUNTING / BUSINESS ACCOUNTING

- Basic Accounting with final accounts. (P&L & Balance sheet)
- Indian Accounting Standards • Concepts & conventions of Accounting • Source Documents • Basic Terminology of Accounting

SECTORS WISE ACCOUNTING ON:

- Proprietary Business • Partnership firms • Company
- Manufacturing • Service Sectors • BFSI – (Banking / Finance / Insurance • Securities) IT • ITES – (BPO • KPO • LPO) • MNC

CONCEPTS TO BE COVERED IN DETAIL

START WORKING with Accounting

- Journal Entries • Bank reconciliation • receivables & Payables
- Preparing Ledgers • Finalization Adjustments (Depreciation , Provisions etc..) • Trail Balance • Profit & Loss Account • Balance Sheet • Ratio Analysis • MIS Reports & various accounting reports
- Cash flow & Funds flow analysis • Cost center accounting
- Practical assignments

Start working with Inventory

- Stock item creation • Purchase order & sales order processing
- Stock Journal • Bill of Material (BOM) • Maintaining multiple godown • Stock Analysis • Movement analysis • Inventory Reports
- Ageing analysis • Practical Assignments

Start working with Payroll

- Create Employee Master • Process Payroll • Allowances & Perquisites • Practical assignments • Accounting & Processing for PF Contributions, • ESI Contributions & Professional Tax • Tracking of Salary Advances • Loans • Payroll Reports • Form Filling

Benefits after Training of (Group I)

Candidate can independently identify accounts documents, managing ledger accounts, Preparing Trial Balance, Calculating Depreciation, Scrutinizing BRS & various ledgers, assisting in preparing Balance sheet. He can handle branch wise, unit wise or site wise accounting.

Candidate can handle accounts with inventory too & can work independently in Purchase Department.

Candidate can handle accounts with payroll & can work independently in HR / Accounts Department.

Group II

INDIRECT TAXES:

- VAT – (Maharashtra) • LBT – (Local Body Tax) • Computation & Returns • CST – (Central Sales Tax) CENVAT – Credit Rules Service Tax

DIRECT TAXES:

- Provision of Income Tax • TDS, Advance tax • Filing Returns Section 80 • Computation of Tax • Section - 192 • Tax Planning

Benefits after Training in (Group II)

Candidate will come to know how to file Tax returns, Problem areas, How to do the adjustments, Penalty, structure of taxes, doing E-filing process, generating form-16, getting Refund .

Group III

E – TECHNOLOGY

- TALLY –ERP • MCA • XBRL • E- Transactions & Banking Operations • ECR Challans • PT • WEB BASED PAYROLL E-filing of ROC forms • Digital Signature
- E-Payments & E- Filings for : (CST • VAT • S. TAX • TDS)

Excel:

- V-Look up • MIS Reports • Goal Seeking • H-Look up • Pivot Table • Normal functions

Benefits of Training after (Group III)

Candidate will be having depth knowledge of payroll Processing, generating ECR Challan, doing all E-payments and E-filing process mentioned above, Digital signature.

Business Communications

- Communication Skills • Email Writings • Presentation Skills
- Soft Skills • Interview Skills • Corporate Resume Writing • Professional Grooming • Motivational Lectures

This is the most important part of Job where candidate are lacking. Candidate will learn how to portrait self for interviews, Make an impact in technical and final round, how to grab a job in competitive Industry.

CORPORATE Program in BANKING, FINANCE, SECURITIES, INSURANCE & STOCK (CP-BFSIS)

Group IV : BASIC

BANKING & INSURANCE

- Types of Insurance • Group Claims • Fire & Burglary Polices • Endowments • Claim Clearance • Banking Instruments • Pay back Period • Bank Deposit & Loans • KYC • Negotiable Instruments • E- Banking

Group V

FINANCE MANAGEMENT:

- Finance Management • Asset & Wealth Management • Bank Finance • Private Equity • Ventures Capital • Angel Investors
- Credit Ratings • Import & Export Documentation
- Portfolio Management • Working Capital Management
- Debt-Equity Ratio • Project Finance Report Preparation
- Security Analysis • Valuation • International Finance • Forms

Group VI

SHARE MARKET

- IPO • Listing Companies • Equity • Profit & Loss Booking
- MCX- Commodity Market
- D – MAT Accounts • Purchase & Sales • F & O

Benefits after Training

Candidate will be learning basic of Finance Management, Banking Sector and Stock Market, How it operates, Documentation part, Day to day activities, making Investments, Finding Venture Capitalist for New Projects etc..

After Training candidates can work as following Designation

- Accounts – Trainee • Jr. Accountant • Finance Manager
- Payroll Manager • Purchase manager • Store Incharge
- Accounts Executive • Sr. Accounts Executive • Accounts Manager • Payroll Executive