

GST Account Management

Course Overview:

This program is aimed at training candidates for the job of a "Goods & Services Tax (GST) Accounts Assistant", in the "BFSI" Sector/Industry.

Pre-requisite:

- Basic knowledge of computers

Course Objective:

Upon successful completion of the course, participants should learn:

- Compute tax liabilities namely GST, making to the Government, filing of returns and maintaining records of the same for audit purpose.
- Fill the form and register under GST
- Make payment electronically of such amount of tax liability.
- File periodic GST Returns independently

Course Outline:

The contents of this course are designed to support the course objectives. The following is an indicative list of content which is included in this course:

- Understanding GST Concepts
- Incidence of Taxation
- Registration
- Calculation of Tax Liability
- Maintenance of Books & Records
- Payment under GST