

# JOB ORIENTED ACCOUNTING TRAINING

**1 Month** Comprehensive Accounting  
Training Program



**4.9+**

Google Rating



**500+**

Hiring Partner



**24x7**

Support



**100+**

Career Transition

## Program Highlights



**Practical Accounting  
Training**



**Industry Expert  
Trainers**



**Career  
Assistance**



**1:1 Mentorship  
Support**



**24/7 Learning  
Support**



**Placement  
Support**

# Accounting Training Program

**Duration**

1 Month

**Course Fee**

NPR 10,449 + VAT

**Certification**

Certificate Provided  
After Completion



4 Mock Tests



NPR 10,449 + VAT



Real Industry  
Case Studies



Hands-on Software  
Training

# Case Studies & Assignments



Guaranteed  
1-Month Virtual  
Internship



1year  
LMS Access



Career  
Counseling



100% Practical  
& Tool-Driven  
learning



## Tools Covered

During the training, students will gain hands-on experience with essential accounting tools:



TallyPrime

**Tally Prime**



**IRD e-TDS  
System**



**Microsoft Excel  
for Accounting**



**Social Security  
Fund Portal**



**IFRS Standards**



**NFRs Standards**

## Job Oriented Accounting Training

**DURATION: 1 MONTH**

Our Job-Oriented Accounting Training Program is designed to provide practical knowledge and hands-on experience in accounting, taxation, auditing, payroll management, and accounting software used in real businesses. Participants will learn how to manage financial records, prepare reports, and operate industry-standard tools required for professional accounting roles.



## Introduction to Accounting

This module focuses on building a strong foundation in basic accounting principles and financial record management.

### Topics Covered:

- Letters of Credit (LC) and Telegraphic Transfers (TT)
- Bank Reconciliation Statement (BRS)
- Trial Balance Preparation
- Income Statement (Profit & Loss) Preparation
- Cash Flow Statement Preparation
- Balance Sheet Preparation
- VAT Returns, TDS and E-TDS Entries
- Online Tax Payment Procedures
- Computerized Accounting Systems
- Taxation Laws and Compliance
- VAT and Indirect Tax Management
- Statutory and Management Reporting
- Financial Analysis and Reporting



## Recording & Managing Financial Transactions

Learn how to manage and analyze financial transactions and prepare financial statements.

### Topics Covered:

- Letters of Credit (LC) and Telegraphic Transfers (TT)
- Bank Reconciliation Statement (BRS)
- Trial Balance Preparation
- Income Statement (Profit & Loss) Preparation
- Cash Flow Statement Preparation
- Balance Sheet Preparation
- VAT Returns, TDS and E-TDS Entries
- Online Tax Payment Procedures
- Computerized Accounting Systems
- Nepal Accounting Standards and Regulations
- Taxation Laws and Compliance
- VAT and Indirect Tax Management
- Statutory and Management Reporting
- Financial Analysis and Reporting



## Auditing Fundamentals

Understand the core concepts and processes involved in auditing financial records.

### Topics Covered:

- Auditing Rules and Guidelines
- Audit Planning and Risk Assessment
- Internal Control Evaluation
- Audit Evidence Collection
- Preparing Audit Reports and Documentation
- Professional Ethics and Integrity in Auditing



## Tally ERP Training

Hands-on training with Tally ERP, one of the most widely used accounting software.

### Topics Covered:

- Introduction to Tally and Company Setup
- Ledger and Stock Creation
- Voucher Entries (Payment, Receipt, Contra, Journal)
- Purchase and Sales Bill Management
- Stock Journal Management
- Financial Report Generation
- Balance Sheet, Profit & Loss, Cash Flow
- Trial Balance and Income Statement
- Ratio Analysis
- Tally Customization for Business Needs
- Security Control and User Access Management
- Data Management and Data Split
- Real Project Work with Bills and Vouchers



## Excel for **Account Officers**

Learn how to use Microsoft Excel for financial reporting and data analysis.

### Topics Covered:

- Excel Navigation and Data Entry
- Data Organization and Formatting
- Pivot Tables for Financial Analysis
- Financial Modeling and Reporting
- Automation and Time-Saving Excel Techniques



## 500+ Hiring Partners

Our Alumni Are Working With **Top Brands.**



# What Students Say?



## Ankit Bikram Sah



At first I thought Accounting is a very hard for me, but after learning from NECO jobs I just found that Accounting is easy to understand and Accounting SIR is the best!! As is also Chartered Accountant, he thought on Carrier choice had given me a great help in choosing great path and helped me to concentrate in a better way and also patiently analyze the mistake and recognize the each students needs to learn."



## Sushila Chhetri



Learned practical accounting tasks like voucher entry, reconciliation, and reporting. The training enhanced my technical and analytical skills in a real work setting. Grateful for the opportunity learned a lot in a supportive and professional environment."



## Pradip Ojha



As a accounting professional I am thankful to necojobs helping me for learning accounting skill and placement in a reputed company. They have a good pool of talented people if you're looking to hiring service. If you're a job seeker, they can provide you the various options which may best fit your profile. You can try once

# Success Stories

## Testimonial



### Heera Paneru



Necojobs is great place for learning, growth and developing practical skill and knowledge related accounting training. It provides practical training with amazing and supportive instructors with inspiring and friendly environment. I highly recommend this institution to those student who are seeking to build their skill and confidence in related training and it's also a perfect place for students who want to improve their skills.



### Santosh Upadhyay



I found this training quite useful and beneficial for my job and also for my life. It has very good practical and training that helped me a lot to learn about new skills. I would recommend others to join Necojobs for your full successful job guarantee and earning future. The trainers of this facility are quite good, humble and very supportive and interactive. It has very good learning facilities.



### Numan Chhetri



Thank you, Necojobs, for the fantastic Job Oriented Accounting Training! This course provided me with in-depth knowledge of accounting principles, Tally-ERP software, and taxation fundamentals. The hands-on approach helped me gain practical skills, from recording transactions to understanding tax compliance and banking operations in Nepal.

# Eligibility

Students pursuing Management / Accounting

BBS / BBA / MBS Students

Fresh Graduates

Job Seekers interested in Accounting Career

Professionals looking to upgrade accounting skills



## Course Details Registration



Duration : 30 Days



Mode: Online / Offline  
(Both Options)



Shift: Morning, &  
Evening



Timing: 6 days/week  
(1.5 - 2 hours per class)



Fees: NPR 10,449  
(For Discount, contact Us)



**NecoJobs**  
For Excellence

## Contact Us! For Enroll

**Call/WhatsApp:**

9801855635, 9801855634

**Email:**

info@necojobs.com.np

**Office:**

New-Baneshwor, Kathmandu

**Website:**

[https://www.necojobs.com.np/training/  
job-oriented-accounting-training-0001](https://www.necojobs.com.np/training/job-oriented-accounting-training-0001)

## Still in Doubt?

Talk to our consultant and get personalized  
guidance: **9801855634**

# THANK YOU !

## Connect with us

Thank you for your interest in our Job-Oriented Accounting Training Program. We look forward to helping you build a successful accounting career.

