

JOB DESCRIPTION

DESIGNATION/ TITLE:	Sr. Manager / AVP - Finance
REPORTING TO	SVP – Finance & Compliance
LOCATION	Mumbai. (Hybrid)
OBJECTIVE	Responsible to undertake all aspects of financial management, including corporate accounting, regulatory and financial reporting, budget and forecasts preparation, as well as development of internal control policies and procedures. Finance Controller responsibilities will also include financial risk management.
KEY RESPONSIBILITIES	<ul style="list-style-type: none"> ✓ In charge of strategic financial planning (e.g. Accounting, taxation, financing) and internal control. ✓ In charge of developing, implementing & supervising accounting policies, procedures & systems. ✓ Manage financial statements and period closings. ✓ Optimize financial resources and see in the control of risk ✓ Prepare budgets ✓ Take part in decisions related to corporate financing ✓ Develop financial models and analyses ✓ Act as an expert in general management ✓ Responsible for recruiting, training and team management for department staff <p>Taxation :</p> <ul style="list-style-type: none"> ✓ Responsible for managing tax reporting and compliance for the organization ✓ Manage the tax provision and tax compliance process ✓ Ensures tax returns are completed and accurate to minimize tax obligations. ✓ Responsible for tax planning in preparation for future filings. ✓ Prepare all tax papers in regular basis and handle all information data requests. <p>Controller :</p> <ul style="list-style-type: none"> ✓ Supervise operations, accounting, finance & Statutory compliance activities ✓ Produce, collect and analyze management information ✓ Prepare for audits and coordinate auditor activities ✓ Prepare financial reports ✓ Supervise regulatory operations reports ✓ Carry out budget planning

CANDIDATE
REQUIREMENTS

YEARS OF EXPERIENCE	10 - 15 years
QUALIFICATION	CA / CFA
TARGET INDUSTRIES	<ul style="list-style-type: none">- Service industries preferably with companies that have income from micro/small transactions- Experience with fast growing technology startups with B2C or SME product offerings- Experience with any of the startup unicorns
PREVIOUS EXPERIENCE	<ul style="list-style-type: none">- Proven working experience as a Financial Controller- Should have been supervising Accounts and Finance and well versed with accounting principles, taxation and statutory compliances.- Minimum 3 years in a supervisory capacity.
COMPETENCIES	<p>Technical:</p> <ul style="list-style-type: none">✓ Sound understanding of accounting principles.✓ Well versed with Excel and MIS reporting, including the ability to analyze the MIS.✓ Must be conversant with the latest version of Tally✓ Familiar and exposed to Finance procedures, including treasury functions <p>Behavioral Competencies:</p> <ul style="list-style-type: none">✓ Attention to details, resulting in accuracy and fewer mistakes✓ Must be assertive and have a comfort in questioning things that do not fit the role.✓ Should be sharp and alert <p>General Competencies:</p> <ul style="list-style-type: none">✓ Flexibility in working stretched hours