

JOB DESCRIPTION

Position	Chief Finance Officer
Location	Bangalore, India
Type of job	Full time
Reports To	CEO
Key Relationships	Senior Management & Board members, Audit teams, Internal and External Legal Teams, Finance Consultants
Position Summary	<p>As a key member of the leadership team, this position will hold complete responsibility of finance and accounting function. He /She will lead the company through the upcoming IPO. Key measure of success for the role include</p> <ul style="list-style-type: none"> • Successful launch of IPO • Implement processes & Finance SOPs • Budget adherence • Optimization of Finance expenses through rigorous data analysis and data mining • Safeguard company's interest against financial risks, design predictive measures • Prepare Management & Share holder reports regularly
Key Areas of Responsibilities	<p>Accounting</p> <ul style="list-style-type: none"> • Organize, control and monitor all accounting processes as per applicable legal frame works and company requirements • Control of works accounts • Financial Reporting on a monthly, quarterly and Annual basis • Conduct of Statutory and Internal Audits • Profitability Management • Responsible for sales accounting & commercial operations for both domestic and exports <p>Budgeting</p> <ul style="list-style-type: none"> • Preparation of Annual Budgets for approval from Management and Board of Directors • Keeping control of Budgets through systems and processes • Reporting of variances on a periodic basis <p>Finance</p> <ul style="list-style-type: none"> • Garner funds as per the requirement of Business Plan • Liaison with Banks • Optimize Finance expenses • Cash Flow / Working Capital Management

	<p>Internal Financial Controls</p> <ul style="list-style-type: none"> • Compliance of IFCs in the organization • Audit of checks, controls, processes, authority and responsibility matrix through <p>Cost Management</p> <ul style="list-style-type: none"> • Putting in Place Limits of Authorities in Capex and Operational expenditure • Ensuring controls of costs within budgets and Planned expenditure • Driving System Cost management with the objective of reducing system costs • Analysis of costs and guiding Management in driving cost controls <p>Risk Mitigation</p> <ul style="list-style-type: none"> • Monitor and ensure compliance of Statutory Regulations • Identify Internal and External risks on periodic basis and arrange management discussion for the same • Framing and Compliance of Hedging Policy <p>Interaction with Management</p> <ul style="list-style-type: none"> • Interact with management to frame various policies, controls, aid in strategic decisions • Managing information requirement of various stakeholders - PE Partners, Share holders, others • Enable commercial support to achieve organizational goals
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CANDIDATE PROFILE

Qualification	Chartered Accountant OR BCom + MBA OR MCom + MBA
Experience	<ul style="list-style-type: none"> • Post qualification experience of 10 + years for BCom + MBA, 7+ years for MCom + MBA and 2+ years for CA • Work experience in a manufacturing or innovation driven organization desirable • Experience in Legal & Secretarial functions will be of added advantage • Must possess experience of Financial Planning and Strategy, Managing Profitability, Strategic Planning, Vision, Quality Management, Promoting Process Improvement, Forecasting, Corporate Finance, Legal and Statutory Requirements of listed

	companies <ul style="list-style-type: none"> • Must possess experience in developing budgets & monthly reports
Role Based Skills	<ul style="list-style-type: none"> • Excellent conceptual and analytical skills – Should possess ability to understand business dynamics and provide solutions for the same • Passionate and self driven • Ability to work in high pressure environment and deliver to strict deadlines • Should be able to analyse not only present circumstances but to anticipate future events and situations • Overcomes unexpected difficulties and challenges to produce desired outcomes • Strong capability to take rational decisions and run by them • Excellent communication skills – Should possess the ability to articulate thoughts precisely and concisely • Leadership abilities – Good team builder and player • Ability to understand strengths and weakness of the team and act appropriately • Should be enthusiastic, have high energy, and have a strong work ethic • Quality oriented and person of integrity and someone who can role model the values of the group