



*One of India's leading producers of fertilizers and industrial chemicals,*

We are transforming our business through focus on Collaboration beyond boundaries, Relentless Focus on Results, Innovation, and unflinching commitment to deliverables and promises.

We are looking for individuals who enjoy working outside their comfort zone and are ready to accept challenges. We believe in achieving excellence in whatever we do. For this we provide a great degree of support through a combination of best of the systems & processes, employees' capability building and their well-being.

We also place a considerable weightage to individuals who are proactive & self-motivated and have good inter-personal & social skills and have the ability to work in teams.

### **JOB DESCRIPTION**

*Designation: DGM - Finance*

*Function: Finance*

*Location: Pune*

*Sector: TAN*

**Purpose of the Job:** This position is responsible for control and monitoring of business finance of TAN Marketing Sector. The position aims to ensure preparation of business plans and policies, facilitating the decision support system for business decisions of TAN Marketing and monitoring Accounting & Financial transactions. The job involves Sector financial planning and budget management functions related to TAN Marketing Sector.

**Overview/ Responsibilities:** As a < DGM-FINANCE>, you will be expected to:

<b><i>Key Accountabilities for the position</i></b>	<b><i>Major Tasks for the position</i></b>
Preparation of business plans	Compilation of business imperatives for preparing short, medium, and long-term business Plan
Export Debtors and Sales Management	Monitor receivables Monitor and control pricing pattern, discounts, taxes and duties, cash flows, Ensure MIS on Sales collection and working capital management
Coordination with financial institutions for Exports	Ensure implementation of system for export documentation and duty drawback claims  Expedite the collection processes  Prepare and implement SOPs for financial transactions of foreign transactions related to exports operations
TAN – Forward Integration Projects and DTH Services	Prepare and evaluate financial analysis for contract negotiations, capex, and product investment decisions

***“We believe together we can achieve excellence! “***



	<p>Evaluate possibilities for J/V, M &amp;A and participate in the process</p> <p>Participate in negotiations for procurement of material and services.</p>
Monitoring financial and Accounting transactions	<p>Approval for procurement of materials / services having each transaction value as per DOA.</p> <p>Prepare budgets and ensuring budgetary control.</p> <p>Ensuring compliance to company policies for financial and accounting transactions.</p> <p>Review financial procedures and ensure financial discipline to processes and transactions.</p> <p>Fund management and ensuring optimum utilization of funds.</p> <p>Monitoring quarterly and annual closing of Books of Accounts.</p>
Internal Audits and Statutory Compliances	<p>Ensure timely and adequate coverage of internal audit for relevant areas of business.</p> <p>Ensuring effective co-ordination with auditors, various financial heads, and compilation of Action Taken Reports.</p> <p>Monitor Tax compliances like TDS Payments, Returns, PF/ Prof. Tax payments, GST payments and returns.</p>
Management Information System	<p>Presenting business performance through periodic root cause analysis of gaps in costs, prices, overheads, capex</p>
Business Support – IT Automation Initiatives	<p>Business dashboard development</p> <p>COPA implementation &amp; EBIT automation</p> <p>Other automation initiatives</p>
<b>Educational Qualifications</b>	<b>Total years of experience</b>
Chartered Accountant	10 years of relevant experience with at least 5 years handling Business Finance function
<b>Technical /Functional Expertise:</b>	
<ul style="list-style-type: none"> <li>• Good business acumen with ability to think strategically.</li> <li>• Experience in handling greenfield project will be an added advantage.</li> <li>• Comprehensive understanding of taxation and statutory compliances.</li> <li>• Strong working knowledge of finance and accounting.</li> <li>• Strong Excel and financial modelling skills.</li> </ul>	

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