



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: Sr. Manager/AGM - Finance & Accounts *Function:* Finance & Accounts

Location: Vashi

Sector: Projects

Purpose of the Job: Formulating Financial Management Strategy with Department Head for equal contribution to the development of Organizational Strategic Goals. Additionally, responsible for - development & implementation of policies and procedures in the realm of both Finance and Operations, MIS reporting and presentations, being aware of the progress in the Departmental and Organizational activities.

Overview/ Responsibilities: As a < Sr. Manager/AGM - Finance & Accounts >, you will be expected to:

| <i>Key Accountabilities for the position</i> | <i>Major Tasks for the position</i> |
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| Strategic/Financial Planning & Analysis | <ul style="list-style-type: none">*Manage financial systems and budgets.*Undertake financial audits (an independent check of an organization's financial position).* Provide financial advice.* Liaise with clients (individuals or businesses) and provide financial information and advice.* Review the company's systems and analyse risk.* To advice, audit accounts and provide trustworthy information about financial records.*This might involve financial reporting, taxation, auditing, forensic accounting, corporate finance, business recovery and insolvency, or accounting systems and processes. |

"We believe together we can achieve excellence! "



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| | <p>Providing necessary financial and commercial advise for business in terms of cost analysis, pricing pattern (discounts), taxes & duties.</p> <p>Variance analysis of operating results on Monthly basis with respect to budget.</p> <p>Identify control points and monitor departmental expenses as against budget and suggest corrective action.</p> <p>Validation of financial calculations providing support the group from finance perspective</p> <p>Providing Financial Assistance in improvement Drives, Strategic Alliances, Stretched projects, Negotiations, Investment Decisions.</p> |
| Working Capital Management | <p>Managing the cash flow and working capital of the division.</p> <p>Driving Review Mechanism across functions.</p> <p>Use of Financing Options like Channel Financing, Discounting of Bills.</p> |
| Budgeting & Forecasting | Preparation/Finalization of Annual Budget |
| Internal Control & Process Improvements | <p>Challenging the status quo, control gaps found, if any.</p> <p>Identifying RACM and providing inputs for developing SOP's.</p> <p>Identifying KPI's and periodic review to ensure proper implementation</p> <p>Proper use of SAP platform, wherever applicable.</p> |
| Complaisance | <p>Ensure proper accounting of sales and collection.</p> <p>Available database of export sales for statutory requirements.</p> <p>Ensure that pricing and taxes are as per policy and as per the statutory requirement.</p> <p>Ensure related statutory compliance.</p> <p>Ensure compliance with DOA and policies for routine transactions. Providing input/ support for improvement in existing policies /DOA.</p> |
| Quarterly Closing & Audit | Ensure financial discipline to processes and transactions. |

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| | <p>Support for quarterly and Annual closing of Books & Audit.</p> <p>Coordinating internal audit and enduring timely actions for the observations</p> |
| MIS | <p>Traded Product Profitability statement, which gives analysis on all products on values of income and expenditure, and monitoring the effective measures on cost.</p> <p>MIS on Pricing, collections, Debtors outstanding, Imported Product Stock, Dishonour of Cheques, Pending C- Form collections, Stock Verification.</p> <p>Taking care of control issues / risk management of the division</p> |
| Educational Qualifications | Total years of experience |
| CA.(Char-tend Accountant) | CA with minimum 5 to 6 years of experience of Industry. |
| Technical /Functional Expertise: | |
| <ul style="list-style-type: none"> • SAP Functional Knowledge i.e. SD/FI Module. • Computer Proficiency • Awareness of relevant commercial Laws/Acts & changes therein. • Awareness of Banking rules & procedures, UCPDC, EXIM Policy, • Reasonable awareness of TDS, Service Tax, Excise, Customs etc. • Update on Accounting Standards, Practices and Policies. • Knowledge of credit control, factoring, insurance. • Understanding of marketing functions particularly pricing, discounts etc. • Excellent inter-personal skills cross functional responsibilities and for dealing with Customers, Banks, and Auditors. | |

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