



**Alphard Group
Job Description**

Name	Vacant	Department	Accounting & Finance
Position	Financial Controller	Reporting to	CFO

Job Objective:

Planning, directing and coordinating all accounting operational functions and assisting with the preparation of the operating budgets, overseeing financial reporting and performing essential duties relating to payroll, fund management, compliances, budgeting, etc.

Managing the accumulation and consolidation of all financial data necessary for an accurate accounting of consolidated business results. Coordinating and preparing internal and external financial statements.

Functions, Duties and Responsibilities.

- Complete ownership of Finance & Accounting, Taxation and Compliances of group entities.
- Advisor to the Board of Directors on financial implications, challenges & risk related to business.
- Responsible for overseeing the organization's financial goals, objectives, and budgets, along with periodic reviews with the Management and Business stakeholders.
- Setting up vessel accounting system for T&B Division
- Establishing Internal Control mechanism across offices and business Divisions.
- Implementation of ERP across offices for Finance Module.
- Establishing strong MIS system for the Management.
- Fundraising to support company's operations and growth plan
- Build and maintain relationships with Banks/NBFCs/PEs
- Develop financial and tax strategies
- Oversee the financial operations of subsidiary companies
- Overall responsibility of Finance, Accounts & Taxation function for India and abroad offices.
- Management of financial infrastructure & process including systems and reporting.
- Participation in strategic planning with key members of the Executive team.

Competencies Required:

- Fund Raising with cost effectiveness
- Timely and accurate ERP implementation
- Management of Cash flow & working capital cycle
- Treasury Management
- Strong in building new relationship
- Strong in Rapport building.

Team Development:

- Lead, develop and mentor the team
- Ensure assigned tasks are completed on a timely basis and are accurate
- Design department KPI's which are linked to organization objectives and monitor progress

Experience and Qualification:

Qualified CA with minimum 10 years of work experience