



## INDIAN INSTITUTE OF MANAGEMENT AHMEDABAD

### *Requires*

### **Chief Financial Officer (CFO)**

IIMA is the body corporate under the IIM Act, 2017; a public trust registered u/s 12AA of the IT Act, 1961; and exempted u/s 10(23C)(vi) of the IT Act, 1961 as an educational Institute; and the Institute of National Eminence u/s 80G(2)(a)(iiiif) of Income Tax Act, 1961

#### **The Role:**

CFO will play multiple roles like controller of accounts and head of finance, treasury, cash and tax management. The selected candidate will provide overall strategic leadership and play a key role in building and improving the financial management capability of IIMA, with the priority objective of supporting governance mechanism of the organization

#### **Relationship:**

- The position will report to the Director and the Finance & Audit Committees of the Board
- External Relationships will include effective relationships with financial institutions & banks, investment advisors, CAG and tax authorities, Central and State Govt departments, local authorities, external auditors etc.
- Internal Relationships include Director, Deans, Chief Administrative Officer, and operating departments

#### **Key Responsibilities**

##### **Strategic**

- Preparation of long-term financial plans, budgeting, cost accounting, cash flow management, tax planning etc. conforming to the institute's vision, policies and procedures
- Drive enterprise risk management process and manage corporate governance process
- Business Case evaluation for new projects
- Planning and monitoring Capex, Revenue expenditure and fund management
- Presenting Annual Accounts and Budgets for approval to Finance Committee and Board as required

##### **Operations**

- Ensure accounts are maintained in accordance with generally accepted accounting and auditing standards
- Ensure timely finalization of Books of Accounts, Financial Statements, and associated reports as per accounting standards and various statutes
- Ensure timely completion of statutory audit, tax audit, cost audit, CAG audit etc.
- Ensure time line and propriety of claim settlement, payments, reimbursements etc.

- Establish prudent practices to ensure financial propriety
- Monitoring, reporting and forecasting financials viz revenue, surplus, BEP, etc. by analyzing budget assumptions v/s actual trends for discussions with Finance Committee / the Board and to take timely corrective actions/ plans to achieve the objectives.
- Ensure timely & robust MIS to the management with suggestive comments on operations and cost optimization for achieving budgeted parameters and releasing alerts & exception reporting, thereby enabling appropriate and timely decision making.
- Improvements in financial and business controls including COSO compliance etc. as applicable
- Developing knowledge and skills of the department; focus on improving performance through effective team/program management, training and development; and help build an environment that continues to promote and reward excellence both at individual and team levels
- Facilitate implementation of ERP system in the department

### **Compliances**

- Understand ever evolving expectations and requirements of internal and external auditors and Ministry of Human Resources Development (MHRD) and based on the same, facilitate development and implementation of a robust information management system to cater to all data needs
- Manage and oversee statutory compliance and audit and ensure the timely and accurate filings of all the required statutory and tax reporting

### **Requirements**

#### *Education*

- Ideal candidates would have qualification of Chartered Accountant (CA)/Cost & Management Accountant (CMA) from India. Additionally, MBA in Finance will be preferred qualification.

#### *Functional Knowledge / Skills / Experience:*

- Strong experience of at least 15 years in Accounts, Finance & Controllers functions
- Currently active in a senior or similar financial management position at a reputed organization with single or multiple businesses
- Experience in setting up a standard accounting systems and procedure with tight month end reporting deadlines
- Knowledge of new developments in statutory compliance/new Accounting Standards
- Knowledge of IFRS and Indian Accounting Standards
- Comprehensive knowledge of SAP and other financial IT systems
- Equal level of comfort and expertise in dealing with both business and people (relationship) issues
- Strong analytical skills; and innovative and collaborative approach to foster conducive & Harmonious relations with all stakeholders
- Excellent oral and written communication and presentation skills
- Proven ability to transfer knowledge and motivate team members

#### *Personality*

- High energy level, passion, commitment, professional approach for handling accounting, tax, audit related issues and matters

- Global mindset and High standard of business ethics and personal integrity
- Positive attitude and a solution-driven approach
- Ability to excel under tremendous pressure, tough deadlines and challenging internal & external environment
- Adaptability to different work cultures and management styles

**Age:** Maximum 55 years as on the last date of application.

**Salary & Allowances:**

- Selected candidate will be offered a fixed term appointment initially for a period of three years on a consolidated monthly salary on CTC mode. The contract may be extended further as per the mutual convenience. Person working in Government/PSU/Autonomous Body in similar function may be taken on deputation.

Candidates are advised to **APPLY ONLINE ONLY** by **April 25, 2019**

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