

**Position:** Principal Consultant [Finance & Accounts] **Position Code:** CON 17

**Duration:** The engagement is contractual initially for a period of One Year.

**Consolidated Fee:** Rs.1,20,000 to Rs.1,90,000/- monthly, depending on the experience and qualification.

**Job Description:** Work closely with Finance & Accounts Department to coordinate the monitoring of projects and fund flow of all programme / Program Management Units.

**Key Responsibilities:**

- Strengthen Financial due diligence of projects, coordinate Presanction and post disbursement financial visits of projects.
- Engaging with FDD consultants and Checking adequacy of FDD reports.
- Processing financial concurrence, payment, Monitoring receipts & payment, preparation of UCSOE.
- Fund flow and cash flow management and strengthen internal control.
- To coordinate Audit & resolving Audit issues.
- Coordinating on half yearly/ annual closure of books of accounts and preparation of financial statements.
- Coordinate for ERP implementation, integration of financial reports, MIS, statutory compliances.

**Eligibility:**

B.Com from a recognized University / Institute and PG Diploma (Finance) from a recognized Institute.

**Desirable qualifications:**

Chartered Accountant

**Experience:** 20 years or more

Minimum 20 years of experience with 8 years of work experience in a senior position in Finance & accounts department of private / public sector / government organization handling finance, planning, budgeting, preparation of financial statements, Audit, etc.

**Maximum Age:** 60 Years as on the date of closing of application.