

## **CFO responsibilities include:**

- Driving the company's financial planning
- Performing risk management by analyzing the organization's liabilities and investments
- Deciding on investment strategies by considering cash and liquidity risks
- Control and evaluate the organization's fundraising plans and capital structure
- Ensure cash flow is appropriate for the organization's operations
- Supervise all finance personnel (controllers, treasurers etc.)
- Manage vendor relationships
- Prepare reliable current and forecasting reports
- Set up and oversee the company's finance IT system
- Ensure compliance with the law and company's policies
- Manage team of financial controllers and financial analysts.
- Ensure proper maintenance of books of account by regular review
- Liaison with the company's Bankers for day to day banking operations.
- Arranging Long term and Short-term Funds from banks, Financial Institutions, NBFCs and others for meeting the organization's requirement of funds for its business and generally managing the financing of the organization.
- Ensuring Compliance with various statutory requirements.
- Establishing and managing internal Control Systems and procedures for the organization and ensuring compliance with various Accounting Standards and Policies as prescribed under various status.
- Represent the organization before various authorities.
- Providing the Management with MIS and other Reports as may be required from time to time.
- Ensuring timely preparation of Monthly, Quarterly, half yearly and Annual Financial statements including profit & Loss Account, Balance Sheet and Cash Flow Statement.
- Continuous support with respect to the Laws, Compliances, other requisite activities (including training)
- Project monitoring support
- Mentoring towards Business Development
- Guidance and support for Business strategy and organization goals
- Statutory Audit and tax Audit
- Process structuring for cost saving and strengthening the internal controls
- Business planning & strategy
- Mentoring services for organization growth.
- Helping to identify prospective investors or partners for business expansion.
- Setting up organization SOPs, system implementation ( it will help for future plans towards public issues, targeting funding etc)

## **Requirements**

- Proven experience as CFO, finance officer or relevant role
- In depth knowledge of corporate financial law and risk management practices
- Excellent knowledge of data analysis and forecasting methods

- Proficient in the use of MS Office and financial management software (e.g. SAP)
- Ability to strategize and solve problems
- Strong leadership and organizational skills
- Excellent communication and people skills
- An analytical mind, comfortable with numbers
- CPA is a strong advantage
- Mcom/MBA in Finance & Accounting, + Finance related course (CFP,FAFD & DISA).Special preference or advantage if CA or CFA is completed.

**Please Forward or Contact the HR Head N.Gargi Hemanth on 9901997999 / 9606982906 or on [hr@tapovanestates.com](mailto:hr@tapovanestates.com)**