

Job Description – Finance & Accounts

Job Title : Team Lead – Finance

Company : Sundaram Dynacast (TVS Group company)

Objectives:

- Manage the function of Finance and Accounts and enable the company / CEO to meet its objectives.

Scope:

- Entire company – Sundaram Dynacast.

Role & Responsibilities:

- **Financial Accounting:**
 - Overseeing basic accounting, provision for expenses etc.
 - Preparation and Review of monthly, quarterly, year-end financials under Ind AS.
- **Treasury Operation:**
 - Managing cash flows, arrange for borrowings, suitably deploy extra cash as the case may be.
- **Taxation:**
 - Overseeing direct and indirect taxation (Income tax and GST mainly), TDS, filing of returns, assessments, handling litigations if any etc.
- **Cost Accounting:**
 - Inventory valuation
 - Data compilation and analysis and aiding decisions
 - Overview of cost accounting records
- **Payables and Receivables:**
 - Overseeing on time and accurate processing of bills and timely payment
 - Overdue analysis of debtors and timely action for collection
 - Statutory compliances regarding MSME vendors, GST ITC, TDS etc.
- **Budgeting and Review:**
 - Compilation of capex and revenue budgets, cash flow forecast, budget vs actual variable analysis
- **Payroll:**
 - Overseeing timely and accurate processing and payment of salary and other benefits.
 - Overseeing statutory compliances like TDS, PF, ESI etc.
- **Audit:**
 - Handling and effective management of internal, statutory and cost audits
 - Timely action taken on issues highlighted
- **Others:**
 - Material accounting management
 - Legal review of NDA from customers, Lease, Technical, Royalty agreements
 - Insurance: Negotiation and finalization of Medical, Marine, General and Liability Insurance
 - ERP exposure (SAP-B1, Sap-Hana, etc.,)
 - High value Raw material procurement / Imports purchase management
 - MIS on the function's deliverables

Competence:

- Finance & Accounting knowledge.
- Taxation
- Communication & Interpersonal Skills.
- Leadership qualities / Personality Development

Qualifications & Experience:

- CA Inter with 15 years of experience.
- Candidate should have exposure working in Manufacturing Industry.