Gislen Software

30 ANNIVERSARY 1994 - 2024

HR-GEN-25-007
3rd April 2025
Chennai – 600 045

To
The Secretary,
Southern India Regional Council (SIRC) of ICAI,
ICAI Bhawan, Nungambakkam,
Chennai – 600034.

Subject: Request to Advertise Vacancy for Manager – Finance at Gislen Software on the Notice Board

Dear Sir/Madam,

We request you to place the attached vacancy advertisement on the notice board of the ICAI office for the information of eligible Chartered Accountants looking for opportunities in the finance sector. The details of the vacancy are as follows:

Position: Manager – Finance
Company: Gislen Software Private Limited
Location: MEPZ-SEZ, Tambaram, Chennai
Job Type: Full-time

Qualifications & Requirements:
Qualified Chartered Accountant
3+ years of articled assistant/audit assistant experience in finance and accounts, preferably in an IT/software company.
Strong knowledge of taxation, statutory compliances, and financial reporting.
Proficiency in Tally Prime.
Good analytical and leadership skills.

How to Apply:
Interested candidates may send their resumes to **hrd@gislen.com** with the subject line "Application for Manager – Finance." We appreciate your support in helping us find suitable candidates for this position. Please confirm once the advertisement has been placed on the notice board.

Thank you for your assistance!

For Gislen Software Private Limited

GISLEN SOFTWARE PVT. LTD. MEPZ, CHENNAI

Shaj K
Senior Manager – HR
Encl: Vacancy advertisement to be placed on the notice board

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA
Received On
03 APR 2025
Counter
CHENNAI

Gislen Software Pvt. Ltd.
Units 26-28, SDF 2,
MEPZ, Tambaram,
+91-44-2262 7541
hrd@gislen.com

QUALITY SYSTEM CERTIFICATION DNV

Microsoft Partner

Gislen Software

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Finance Manager – Driving Growth and Excellence

We are looking for a **Finance Manager**—someone who is more than just a numbers expert, but a leader with **integrity, strategic thinking, and a drive to make a real impact** on the company's success.

At **Gislen Software**, finance is not just about compliance and reporting; it's a **key driver for growth, efficiency, and sustainability**. In this role, you will oversee **financial governance, budgeting, compliance, and reporting**, ensuring that resources are **utilised effectively** to support the company's strategic goals. You will be responsible for **cost control, financial forecasting, investment analysis, and optimising profitability**, working closely with department heads and management to **reduce waste, enhance productivity, and improve financial decision-making through data-driven analytics**. Beyond finance, you will play a crucial role in **legal, contractual, and regulatory compliance**, ensuring adherence to **financial and corporate governance standards** in **India, Sweden, and the UK**. You will also oversee **statutory requirements, payroll, taxation, and audits**, ensuring accuracy and compliance at all levels. Additionally, you will **ensure that we are using the right technology to stand out**, leveraging financial tools and automation to drive efficiency and improve reporting.

We need someone who sees **finance as a means to enable business growth and operational excellence**—not just as an administrative function. You will work directly with the **Managing Director and management team**, supervising your department to create a **high-performing, efficient financial operation** that supports the company's long-term vision. If you are a **proactive, tech-enthusiastic, detail-oriented finance professional** who wants to contribute beyond traditional financial management, this role provides an excellent **platform for career growth and leadership. Join us and help shape the financial future of Gislen Software!**

Position: Manager – Finance
Qualification: Chartered Accountant
Location: MEPZ-SEZ, Tambaram, Chennai
Job Type: Full-time

Company: Gislen Software Private Limited
Relevant Experience: 4 years
Joining date: Immediate

Job Description:

- Managing the finance and account's function, including financial reporting and compliance.
- Ensuring adherence to accounting standards and regulatory requirements.
- Handling taxation, audits, budgeting, and MIS reporting.
- Operational finance duties such as procurement oversight, invoice and payment management, foreign exchange, cash-flow management, petty cash, bank interactions, and incentive calculations.
- Strategic financial oversight: Maximising returns, cost-effectiveness, investment optimisation, and strategic financial planning
- Coordinating with external auditors and statutory authorities (e.g., TDS, PF, ESI, GST, MEPZ compliance, Anti-Corruption)
- Overseeing payroll processing and financial planning
- Responsibility for asset control and optimisation of investments is not mentioned.
- Handling of legal matters, including contracts with clients and vendors.
- Financial tasks related to international subsidiaries and for one foreign client (Sweden and UK), VAT management, or online bookkeeping systems such as Visma, Fortnox and Xero
- Preparation of board meetings, company secretarial functions, and handling of shares and dividends.
- Quality Management System (ISO 9000) and Environmental Management System (ISO 14000).

Qualifications & Requirements:

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