

# INSTITUTE OF CHEMICAL TECHNOLOGY

(University under Section-3 of UGC Act 1956) (Formerly UDCT/UICT, Mumbai)

Elite Status & Centre of Excellence – Government of Maharashtra

Matunga, Mumbai – 400 019, India

Website : [www.ictmumbai.edu.in](http://www.ictmumbai.edu.in)

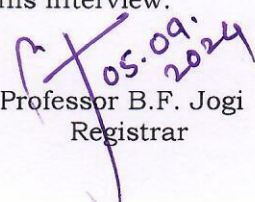
Tel: 022-3361-1111/ 2222, Fax: 022-3361-1020

## Invitation of Applications for the post of Finance Officer

<b>Post</b>	Finance Officer – 1 Post
<b>Job Summary</b>	A leading Chemical Technology Institution having 3 Campuses in India is looking to appoint Finance Officer. It would be a key leadership role responsible for overseeing the financial strategy, overall financial management & operations of the Institution at all the 3 Campuses to ensure the robust budgeting processes, accurate financial planning, neat treasury management and strict regulatory compliances.
<b>Key Role &amp; Responsibility</b>	<ol style="list-style-type: none"><li>1. Implementation of the Institution's financial strategy.</li><li>2. Implement &amp; oversee the budget-making process to ensure optimal allocation of resources.</li><li>3. Prepare &amp; present consolidated Financial Statements &amp; report to the Finance Committee, Board of Governors &amp; all other Stakeholders adhering to the timelines.</li><li>4. Ensure strict adherence &amp; compliance with all governance and regulatory requirements.</li><li>5. Provide financial insights &amp; recommendations to the accounting, administrative, faculty &amp; other executive teams to support Strategic Decision-Making process.</li><li>6. Oversee the financial operations including accounting, payroll, procurement and financial reporting. Develop, implement, monitor efficient treasury management system to maximise Free Cash Flow.</li><li>7. Foster a culture of financial accountability &amp; transparency across the Institution.</li><li>8. Manage relationships with external Auditors, banks, Government Authorities, Regulatory Bodies.</li></ol>
<b>Eligibility &amp; Qualifications</b>	<ul style="list-style-type: none"><li>• Chartered Accountant &amp; / or MBA in Finance or equivalent advanced degree.</li><li>• Minimum 10 years of experience in Financial Management with at least 5 years of experience in Senior Leadership role.</li><li>• Demonstrated experience in financial planning, strategy development, budget making process &amp; developing appropriate financial reporting systems with team building approach.</li><li>• Strong knowledge of governance &amp; regulatory practices related to Academic Sector.</li><li>• Proven ability to work collaboratively with diverse Stakeholders.</li><li>• High level of integrity &amp; ethical standards.</li></ul>
<b>Salary</b>	Commensurate with qualification and experience, around 2 lakh and also negotiable
<b>Last date of apply</b>	21 <sup>st</sup> September, 2024

Interested candidates may submit their applications along with Curriculum Vitae/Bio-Data and supporting documents by email at [registrar@ictmumbai.edu.in](mailto:registrar@ictmumbai.edu.in). Please mention in the subject of email, "Application for the post of Finance Officer - September 2024". No TA/DA will be provided to the candidates to appear for this interview.

Date: 5<sup>th</sup> September, 2024

  
Professor B.F. Jogi  
Registrar