

## Chief Financial Officer

Ref. CFO/W/05/2020 (18.11.2020)

**Chief Financial Officer, in the grade of Jt. General Manager on a permanent basis.**

### A. Requirements

- Member of the Institute of Chartered Accountant of India, with a minimum of 18 years of post-qualification end to end experience.
- Candidate with Company Secretary membership will be an added advantage
- Should have prior experience as CFO in a company with complex financials and an extensive Balance Sheet.
- Should be conversant with IND AS and its application.
- Shall possess expert knowledge on MS Office and working knowledge of ERP applications.

### B. Responsibilities

- Assist with high level policy and strategy decisions.
- Day to day involvement in the Company's fiscal activity including accounting, budgeting, reporting and auditing.
- Identify and address financial risks and opportunities for the Company.
- Ensure credibility of finance and accounts groups by providing timely and accurate analysis of budget, financial trends and forecasts.
- Periodic review of financial reports and implement cost reduction and control initiatives.
- Ensure compliance of all statutory laws & government levies & taxes.
- Responsible for MIS required for monitoring of capex and opex of the company.
- Accountability for on-time completion of internal audit, statutory audit and C&AG audit.
- Demonstrate competence, professionalism and clarity of communication while liaising with authorities, business partners, stakeholders, etc.

### C. Remuneration and perquisites

Grade	Joint General Manager
Scale of Pay	100000 – 4800 - 128800 – 5650 - 174000
Dearness Allowance, calibrated to Government price indices	As per Central Govt. Norms (at present it is 12% of Basic pay)
HRA	30% of Basic pay
City Compensatory Allowance	300.00
Conveyance Allowance(if one owns and uses a Four wheeler)	7200.00
Telephone - Mobile	
- Land phone	Actuals
Medical Allowance for OPD consultations	1250.00
Reimbursement of subscription for English Newspaper and English Magazine limited to:-	333.00
Company Contribution to Provident Fund	12% of Basic + DA
Approximate total emoluments per month at minimum of scale. (Performance related pay, monetized value of other perquisites would be additional)	<b>164523.00</b>

(Total emoluments have been calculated based on the base figure of the scale)

**Other benefits**

- Subsidized Lunch Facility
- Mobile facility arranged by the company
- Reimbursement of Hospitalization Expenses covered under Group Medi- claim Policy with Insurance Company
- Gratuity as per Gratuity Act
- Leave Encashment as per Company Rules
- Casual Leave/Sick Leave/ Privilege Leave as per Company Rules
- Performance related pay linked to incentive distribution scheme of KITCO
- Site Allowance as per Company Rules if postings other than Head Office
- Leave Fare Concession as per Company Rules
- Reimbursement of Children Education and Hostel Allowance as per Rule 2BB of the Income Tax Act

**Note:**

1. Remuneration & Perquisites would be decided based on the number of years of relevant work experience.
2. Exceptionally eligible candidates may be considered for additional increments at the time of initial joining.