

**PROPOSED JOB DESCRIPTION FOR THE POSTION OF
DEPUTY CHIEF FINANCIAL OFFICER IN REGULAR GRADES**

Post Name	Deputy Chief Financial Officer (Dy.CFO) (Regular Grades – Manager Cadre)
No. of Vacancy	One
Reporting Authority	Chief Financial Officer
Age Criteria	Not more than 35 Years from the date of advertisement
Qualification	Should be a qualified Chartered Accountant (C.A) / Cost Accountant (ICWA), Additional. Qualification of Company Secretary is desirable.
Experience	<ol style="list-style-type: none"> 1. The person, we are looking for should have minimum 5 Years of post qualification experience in a medium size Industrial Organization, preferably in Public Sector Undertaking. 2. Thorough knowledge of Financial Management and Accounting System, Project Financing, Project Appraisal and Project Account is must. Experience in dealing with the financial institutions is also one of the requirements. 3. Exposure to IT based Accounting Standards is essential.
Job Description	<ol style="list-style-type: none"> 1. Overall handling of the Company's Accounting function under control of Chief Financial Officer. 2. Responsible for representing the matters pertaining to Finance & Accounting of the Company before the Board / Government Bodies / concerned Authority etc. 3. Providing support in financial planning and related advice to the Management. 4. Manage Government Grant flow, it's utilization and ensure timely compliance of the same to the Govt. 5. Formulating financial targets and budgets in accordance with the Management Strategy.

Job Description	<p>6. Oversee GGRC's financial performance and other Farmer friendly models and tie-ups.</p> <p>7. Manage all financial transactions and accounting matters including pre & post audit.</p> <p>8. Corporate finance, managing company policies regarding capital requirements, debt, taxation, etc.,</p> <p>9. Ensuring regulatory requirements of all statutory bodies, etc.</p> <p>10. Develop and empower a strong second tier team.</p> <p>11. Any other work assigned by CFO and Management from time to time.</p>
Remuneration	Pay includes Attractive Salary and other Benefits as per the rules and regulations of the Company.
Location	GGRC Head Office, Vadodara, Gujarat