

DEPUTY MANAGER (FINANCE)

Reference Code : HLL/HR/059/2022

Job Title : DEPUTYMANAGER (FINANCE)

Start Date : 18.12.2022

End Date : 31.12.2022

Company

HLL Lifecare Limited (HLL), India's leading manufacturers and marketers of contraceptive, Health Care and Pharma products is a Mini Ratna Central Public Sector Enterprise under the Ministry of Health and Family Welfare. HLL is a global leader in the area of contraceptives, hospital products and healthcare services. With 8 manufacturing units, 4 subsidiary / joint venture companies, 22 regional offices. HLL exports products to over 45 countries. Besides this, HLL is engaged in providing healthcare and diagnostic services, consultancy and contract services for healthcare infrastructure projects and consultancy services for procurement of medical equipment and devices in healthcare sector. Thus, HLL is positioned as a total healthcare solution provider catering to the well-being of the society at large.

Department

Corporate Finance Department

Tasks

The job profile for the position is as under:

- Knowledge of relevant statutory provisions of company law, direct and indirect tax, contract management, costing, & budgeting.
- Create efficient and effective methods for tracking financial data
- Coordinate and execute financial transactions and activities, such as bill payment, invoicing, payroll etc.
- Assist in the audit process by providing information and data as requested
- Create organized records and files to assist in tax preparation of income tax / GST
- Analyze financial information for trends and errors and circulate MIS to higher management
- Prepare regular financial reports and assist in the presentation of reports.
- Create and adhere to budgets for specific departments, projects, and business needs
- Month close / Annual close of accounts in respective areas

Competencies

- Knowledge of relevant statutory provisions of company law, direct and indirect tax, contract management, costing, & budgeting.
- Excellent interpersonal / time Management Skills
- Capability to handle and complete demanding tasks without errors or omissions
- Good analytical & problem solving skills
- Ability to evaluate financial, strategic & operational risks
- Excellent communication skills with a passion to learn
- Proactive in nature with an ability to work with different teams.

Requirements

Maximum Age : 40 years as on 01.12.2022

Scale of Pay (For Regular appointment): Rs 40000 - 140000/- (For Deputy Manager E2)

Annual CTC: Rs.10.9 Lakhs (Non-Metro) Deputy Manager (E2)) (approx.) at the minimum of the scale.

Qualification:

Essential: CA or CMA

Post Qualification Experience

Essential:

- 1 year post qualification experience in the Finance & Accounts Department of a reputed establishment.
- The candidate should have excellent practical knowledge in Microsoft Excel, Power Point etc.
- Experience in SAP FICO Module will be an added advantage.

No. of Positions : Two (2)

Posting Location : Thiruvananthapuram/ Kochi

Contract Type : Executive – Permanent

Employment Fraction: Full-time

General Conditions:

- Applications not in the prescribed format **will not be considered** for selection process and no further communication will be sent separately.
- Application Format can be downloaded from the website.
- Job title and Reference code should be clearly mentioned in the Application form
- SC/ST/OBC/PwD candidates will be eligible for relaxation as per Government of India directives.
- Canvassing in any form will be a disqualification.
- Posting location may change as per the requirement

For applying for the post, candidates can send the following details to recruiter@lifecarehll.com

**** (Application in the prescribed format, CV, Copies of All Education & Experience certificates, Salary Slip etc.)**