

**Recruitment for Key Managerial Positions (KMPs) at NMSCDCL**

**Position:** Chief Financial Officer

**Qualification, experience and remuneration**

<b>Qualification</b>	<b>Experience</b>	<b>Fixed Remuneration per month</b>	<b>Mode of Appointment</b>
1. Chartered Accountant <b>or</b> 2. Master degree in business administration (finance) <b>or</b> 3. Retired officer who have served minimum 5 years on the post of CAFO/ chief auditor at any government organization /semi government/ULBs <b>or</b> 4. Employees from Maharashtra finance and accounts services grade A senior(deputy director cadre) on deputation	1. Minimum 5 years of experience as chief account officer/chief auditor/deputy director serving as grade A senior will be preferred <b>or</b> 2. CA with minimum 5 years experience <b>or</b> 3. Master degree in business administration (finance) with minimum experience of 5 years serving as finance manager or equivalent. 4. Fluency in English; excellent written/verbal communication skills required	Rs75000  (For candidates applied for deputation the pay scale will be protected as drawn before)	Contract or on deputation from Deputy Director level post/central government/state government/semi government

## **Roles & Responsibilities**

The broad roles and responsibilities of the CFO shall cover but are not limited to the following activities

- Develop overall financial strategy and plan for NMSCDCL
- Manage the budgeting processes and develop internal controls to avoid budget overruns
- Provide overall leadership in raising sufficient funds to meet the planned CAPEX and OPEX requirements of smart city projects, and unplanned cost escalations and cash flow constraints
- Responsible for implementing the approved financial policies of NMSCDCL and ensuring compliance
- Responsible for preparation of annual budget (revenue and capital)
- Obtain necessary clearances and approval from the Governing Board and the Executive Committee for management of day to day operations
- Ensure accuracy of all the accounting records
- Ensuring that proper internal systems and controls are in place
- Preparation of financial statements
- Cash and bank management
- Payroll management with the support of third party service providers
- Be part of the Purchase Committee and oversee all purchasing and payroll activity for staff, consultants, vendors, and contractors.
- Ensure statutory and regulatory compliances related to financial management functions
- Develop Chart of accounts, reporting formats etc.,
- Oversee Accounts Payable and Accounts Receivable and ensure a disaster recovery plan is in place.
- Oversee the management and coordination of all fiscal reporting activities for NMSCDCL including - expense and balance sheet reports, utilisation reports to funding agencies, etc.
- Develop and maintain systems of internal controls to safeguard financial assets of NMSCDCL.
- Support and facilitate the work of independent auditors ensuring all audit issues are resolved, and all compliance issues are met, and the preparation of the annual financial statements is in accordance with applicable accounting standards.
- All other related works as prescribed by CEO.

### **Brief Service condition:**

1. For retired government officers rules and regulations of payment and pension will be applicable
2. Income tax- Applicable income tax will deducted at source



## **Nashik Municipal Smart City Development Corporation Ltd.**

CIN: U93090MH2016SGC285193

Registered Office: C\o Nashik Municipal Corporation, Rajiv Gandhi Bhavan,  
Purandare colony, Sharanpur, Nashik – 422002

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3. All allowances and facilities will be as per HR policy
4. Validity of offers will be 3 months.
5. Rules and regulation of central government/state government/semi government are applied for appointment on deputation basis.

**Location:** Nashik

**Mode of application :** The candidate has to fill, sign and send the scan copy to [smartcitynsk@gmail.com](mailto:smartcitynsk@gmail.com) or by post or personally before 15th May 2017. Application form in format other than prescribed here will not be considered