

**Consultant - Finance: (01-POST)**

<b>Name of the Post</b>	Consultant- Finance
<b>Location</b>	Mumbai
<b>Job Description</b>	<ul style="list-style-type: none"><li>• Work and create financial plan, budgets, and forecast to ensure the effective allocation of resources and sustainability of operations.</li><li>• Assist in the development of long-term financial plans, focusing on revenue generation, cost control, and financial risk management.</li><li>• Support the preparation and management of the university's annual budget, working with various academic and administrative departments to ensure accurate forecasting.</li><li>• Assist in preparing financial reports for external stakeholders, government and funding agencies.</li><li>• Ensure that all financial operations comply with local, national, and international regulations, including tax laws, audit requirements, and higher education funding rules.</li><li>• Coordinate the meetings of fee committee and implementation at University campuses</li><li>• Fee payment process at all university campuses</li></ul>
<b>Qualification &amp; Experience</b>	<ol style="list-style-type: none"><li>1. Bachelor's degree in Finance, Accounting, or a related field; Master's degree (MBA or M.Com) or professional certifications (CPA, CFA) preferred.</li><li>2. Minimum of 5 years of experience in financial management, budgeting, and planning, preferably in a higher education or nonprofit environment.</li><li>3. Strong knowledge of financial regulations, compliance, and higher education funding models.</li><li>4. Experience in developing and managing large-scale budgets in a complex organization.</li><li>5. Experience in the higher education sector, particularly with public or private universities.</li><li>6. Familiarity with Tally and expertise in excel.</li></ol>
<b>Salary</b>	INR 60,000/- per month [Consolidated]

Mumbai- 400 001

Date : 27/09/2024

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Registrar.