

JD Format

BOB Financial Solutions Limited (BFSL, formerly known as BOBCARDS Ltd.) is a wholly owned subsidiary of Bank of Baroda and a Non-Deposit Accepting Non-Banking Finance Company (NBFC). BFSL was established in the year 1994 to cater to the need of rapidly growing credit card industry in a focused manner. BFSL is one among the pioneers in Indian card market and was the first nonbanking company in India to issue credit cards.

The Company’s core business is credit card issuance. It also provides support to Bank of Baroda by carrying out its merchant acquiring operations.

Position	Assistant Manager/Senior officer-Finance
Role & Responsibilities	<p>Key highlights of the role are listed below (purely indicative and not limiting):</p> <p>This position would include the mentioned set of responsibilities but not limited to:</p> <ul style="list-style-type: none"> • Ensuring timely month-end and year-end book closing process and institutionalizing best practices for financial reporting • Creation of quarterly and annual Financial Reports through preparation of Balance Sheets, Profit and Loss, Cash flow statements, Annual Reports, etc. • Facilitate external audits by analyzing and scheduling general ledger accounts; providing information for auditors • Analyzing and preparing budget variance reports and other monthly management reports. Follow-up on significant variances and look for underlying reasons and report the same into management. • Periodic review of chart accounts • Develop & Implement processes, policies and system controls relating to financial management, budgets and accounting to strengthen internal control • Ensuring financial policies and procedures are documented and consistent company-wide, and in accordance with regulatory requirements. • Co-ordination with internal Finance and Business functions to complete statutory and regulatory compliance and reporting requirements • Work closely with the respective teams for managing ERP implementation, migration & roll out and ongoing trainings to team members • Monitoring work assigned to team members and ensuring implementation of strategies driven by the management • Guiding & training new team members with knowledge of systems and processes.

Job specific skills	<p>Applicants should possess the following attributes:</p> <ul style="list-style-type: none"> • Sound understanding of GAAP, IndAS and other relevant accounting standards • Sound knowledge of Taxation laws and regulatory framework, and ability to interpret and apply the laws to the benefit of the organization • Experience of managing general ledger functions and the month-end/year-end closing process independently • Extensive experience of working with MS office Tools • Ability to handle multiple tasks and ensure adherence to deadlines • Good analytical skills problem solving skills • Good Communication skills • Keen eye for detail.
Educational Qualifications	<ul style="list-style-type: none"> • Graduate / Post Graduate / Professional Degree.
Minimum Experience	<ul style="list-style-type: none"> • Minimum 2+ Years of experience preferably from Banking and Financial Services.
Location of posting	<ul style="list-style-type: none"> • Mumbai The candidate may be deputed to work with the team(s) within the organization / parent organization / any subsidiary of the parent organization if and as deemed necessary. Candidate is liable to be transferred to any other location in India.
Maximum Age on the last date of application	<ul style="list-style-type: none"> • 45 Years
Website	www.bobfinancial.com
Other Terms	<ul style="list-style-type: none"> • It may please be noted that company is not bound to call all the applicants for interview. Only shortlisted candidates will be called for selection procedure. • Canvassing, in any form, will result in disqualification of candidature. • In case of any modification in advertisement shall be updated only in Website. • The above recruitment may be scrapped at any stage of recruitment process without assigning any reasons. • Company may conduct background checks/CIBIL check at any stage of process and also call for current compensation detail/qualification documents/past employment proofs for conclusion of recruitment process.
Last Date for application	1st June 2022