

IIITD Innovation & Incubation Center

(A Section 8 company promoted by IIT Delhi)

Advertisement for Manager (Finance & Accounts)

IIIT Delhi Innovation & Incubation Center is a section 8 company promoted by IIT Delhi. The company provides Incubation and acceleration services to innovation and startups companies providing technology and management consultancy services. The company is involved in creating Entrepreneurship ecosystem by organizing multiple events and activities and physical infrastructure to early age startups.

IIIT Delhi Innovation & Incubation Center is inviting applications from qualified Indian nationals for post of **Manager (Finance & Accounts)**.

Job Title: Manager (Finance & Accounts)/ Chief Financial Officer

Job Description: He/She will be responsible for management of Finance and Accounts of the company and to discharge statutory responsibilities of chief financial officer

Compensation:

In the range of INR 6 – 12 Lakh annual CTC, depending on experience. Salary shall not be a constraint for the deserving candidate.

Tenure: Full time position with 3-Year initial service contract with 6-months' probation. The contract will be renewed subject to satisfactory performance.

Essential: Full time M. Com. / MBA (with major in Finance) having minimum 55% marks or CA/CMA or equivalent and 3 years of finance and accounts experience or B. Com. with 55 % marks and 5 years of finance and accounts experience.

Desirable:

- Qualification and Experience as company secretary or discharging similar function
- Familiarity with Government accounting and financial roles

General Information

1. Prescribed qualifications are minimum and the mere fact that a candidate possessing the same will not entitle him/her to be called for interview. In this regard the decision of the Company / Screening Committee will be final and no request in this regard for reconsideration etc. will be entertained through any means.
2. Shortlisted candidates will be informed for written test/ interviews through registered email only.
3. Company reserves the right to restrict the number of candidates for written test/interview to a reasonable limit, on the basis of qualification and experience.
4. Company reserves the right of rejecting any or all the applications without assigning any reasons thereof.
5. Eligibility of a candidate to the post will not automatically mean that he/she will be shortlisted and called for interview. No request in this regard will be entertained for review etc.
6. Qualifications/experience may be relaxed for exceptional candidates.
7. Salary and designation will be decided upon experience and qualification

How to Apply

Interested candidate may apply in confidence either on email id info@iiitdic.in or at the postal address given below subscribing on the envelope “**Post applied Manager - (Finance & Accounts)**” so as to reach on or before 25 April 2019, with a resume covering educational qualifications, work experience, contact details, references etc. . Only short-listed candidates shall be called for the interview. Decision of the management for the shortlisting and selection will be final.

Postal Address for offline application

IIITD Innovation & Incubation Center
GB Pant, Polytechnic Extension, Okhla Part-III
New Delhi – 110020