

CAREER OPPORTUNITIES IN MNGL AT FINANCE AND ACCOUNTS DEPARTMENT

1. MNGL, invites applications from Indian nationals fulfilling the eligibility criteria for filling up following posts as below (Table-1):

Table-1:

<p>GENERAL MANAGER (F&A) GRADE: M8</p> <p>CTC (in lacs): Rs. 27.30 to Rs. 34.00 p.a. (including incentive)</p> <p>Location: Pune</p>	<p>Minimum Qualification: CA or CMA (ICWA) should hold Associate membership of the Institute</p> <p>Minimum Desired Experience: 23 yrs.</p>	<p>JOB DESCRIPTION: Overall responsibility as Head of Department, Chief Financial Officer and Key Managerial Position in the organization.</p> <ul style="list-style-type: none"> • To drive the Business Plan and Budgeting exercise • Finalization of accounts • Ensure authenticity & integrity of financial data • To keep track of accounting and reporting issues, critical accounting policy implementation impact etc. • To conduct variance analysis of actual performance with budget • Fund raising & optimum utilization of funds • To supervise maintenance of financial books, overall scrutiny of accounts and reporting to the Board periodically • Liaising with Stakeholders, Financial Institutions etc. • IPO process and listing • Inter & intra departmental co-ordination • Support to other Functions • Strategic matters • Cash Flow Management and Risk Management • Various Audits, Statutory Compliances & Taxation • MIS & Financial Analysis • Risk Management and Risk mitigation plans • To work in SAP environment • To assist Management in financial matters
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		<p>DESIRED PROFILE, SKILLS & COMPETENCIES:</p> <ul style="list-style-type: none"> • Acted as HoD/Dy. HoD/ CFO/ KMP. • Development of business plans, budgets, long, medium & short term financial planning and review of the same. • Finalization of accounts • CAPEX, plant and machinery and funding for the same. • Working Capital Management, arranging for funds-short, medium & long term • Funding for new proposal and projects and managing aggressive cost of funding. Exposure to different forms of capital acquisition- Private Equity, IPO etc. • Management of corporate funds through effective treasury management to achieve maximum possible return. • Advise to the management on financial risk, risk mitigation strategies, viability of divisions, developed dashboards etc. • Guide management on decisions in areas of capital structure, financing mix, financial leverage. • Review with business verticals to define their profitability and suggest corrective measures. • Successfully execute entire exercise including due diligence, valuation of tangible assets, intangible, projection of future revenues, EBITDA etc. • Conducting various Audits, compliance to CAG & other Audits • Must have worked in a SAP environment • Support to other Functions • MIS & Financial Analysis • Excellent organizational and leadership skills • Excellent communication, networking, presentation and documentation skills <p>Note: No. of years of minimum desired experience may be relaxed for the deserving candidate(s)</p>
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<p>OFFICER (F&A) GRADE: M1</p> <p>CTC (in lacs): Rs.6.10 to Rs. 8.00 p.a. (including incentive)</p> <p>Location: Pune/Nashik/ Sindhudurg/ Ramanagara (Karnataka)</p>	<p>Minimum Qualification: CA or CMA (ICWA) should hold Associate membership of the Institute or MBA (Finance)</p> <p>Minimum Experience: 1 yr.</p>	<p>JOB DESCRIPTION:</p> <ul style="list-style-type: none"> • Profitability analysis, Finalisation of accounts, MIS, Budgetary control and Treasury operations. • Accounts payable/ Accounts receivable management and Bank reconciliation. • Finalize books of accounts, get internal and statutory audits completed well within time. • Supporting regional tax, treasury, accounting and other support finance teams on compliance and various corporate finance matters. • To manage day to day operations of Bank accounts & monitor payment of vendors etc. • Accounting Audit, Statutory Compliances & Taxation. <p>DESIRED PROFILE, SKILLS & COMPETENCIES:</p> <ul style="list-style-type: none"> • Should be a qualified Chartered / Cost Accountant/ MBA(Finance) • Conversant with IndAS and SAP • Highly analytical and result oriented • Energetic, self- starter and self-motivated
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2. **TERMS AND CONDITIONS IN RESPECT OF ESSENTIAL QUALIFICATION(S) AND ESSENTIAL EXPERIENCE** (As mentioned under relevant column in Table-1):

- 2.1 Minimum essential educational qualification(s) required shall be as indicated in Table-1 against the post.
- 2.2 All minimum essential qualification(s) must be from UGC recognized Indian University/ UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions/ concerned statutory council (wherever applicable).
- 2.3 Minimum 50 % percentage of marks in the essential qualification(s), as specified shall be considered as per Institute/ University rules/ norms.
- 2.4 Wherever MBA has been mentioned as requirement, apart from MBA, two years Post Graduate Diploma in Management with specialization in relevant field or MMS shall also be considered.

2.5 Minimum Essential Post Qualification Experience in line in State/ Central Government Department(s)/ Institution(s)/ Undertaking(s) and/or Large Private Sector Organization(s)/ Institution(s)/ Company(ies) of repute should be as on 31/10/2020. However, Industrial/ Vocational Training will not be considered as experience.

2.6 No. of years of experience criteria may be relaxed for the deserving candidate.

3. PLACEMENT & ASSIGNMENTS:

The selected candidates may be posted at any of the installations/ projects/ offices etc. of MNGL. The selected candidates may be assigned jobs/ functions/ assignments as per the business requirements of the Company.

4. HOW TO APPLY:

4.1 Candidates will be required to apply through registered post/speed post/ Courier to reach Chief Manager (HR), Maharashtra Natural Gas Limited., A – Block, Plot No. 27, Narveer Tanajiwadi, PMPML Bus Depot. Commercial Building, 1st Floor, Shivajinagar, Pune – 411005 till 31/10/2020. No other means / mode of application shall be accepted.

4.2 Candidates called for further selection process are required to bring application form with all ORIGINAL DOCUMENTS (in the order as mentioned below) together with ONE SEPARATE SET OF SELF ATTESTED COPY of all documents (in the same order) failing which candidate may not be allowed to appear in the further Selection Process:

- i) Print out of the Application Form with 02 recent passport size photograph & updated resume along with signature on the Application Form & Resume/CV.
- ii) Document in support of Date of Birth proof – Matriculation/ Class-X Certificate/ Mark Sheet/ Admit Card issued by the Board.
- iii) All Certificates/Testimonials in respect of qualifications (all semester/year wise Mark Sheet, Degree & Diploma certificate starting from matriculation onwards).
- iv) Complete and Proper Experience certificates/ Documents issued by the Employer in support of experience details mentioned by the candidate in the Application Form/ Resume.
- v) Valid ID Proof: PAN Card/ Voter ID/ Aadhar Card/ Driving License/ Passport etc.
- vi) Valid Address Proof: Aadhar Card/ Voter ID/ Passport etc.
- vii) Payslip of last 3 months & CTC break up of current employment.

5. HEALTH / MEDICAL FITNESS:

Appointment to the above posts will be subject to the candidate being medically fit. Every candidate appointed to a post in the Company shall be required to get their Pre-Employment in MNGL nominated empaneled hospitals.

6. OTHER TERMS & CONDITIONS AND GENERAL INSTRUCTIONS:

- 6.1 Only Indian Nationals are eligible to apply.
- 6.2 The candidates should ensure that they fulfill all eligibility criteria and other conditions of this advertisement and that the particulars furnished by them in the application and the documents submitted by them later on are correct in all respects.
- 6.3 Candidates should possess a valid email ID. All correspondence with candidates shall be done through email only.
- 6.4 Only short listed candidates who are found apparently eligible based on the application data and documents submitted will be called for participating in the Selection Process.
- 6.5 Candidature of the registered candidate(s) is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- 6.6 MNGL reserves the right to raise the minimum eligibility standards. MNGL also reserves the right to fill or not to fill any or all of the above positions and cancel/ restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reason(s) whatsoever.
- 6.7 The prescribed qualification/ experience is the minimum and mere possession of the same does not entitle a candidate for participating in the Selection Process. MNGL's decision shall be final in this regard.