



## **JOB DESCRIPTION & DETAILS**

### **1. Qualification & Experience:**

#### **1.1 Essential Qualification: -**

- Chartered Accountant (CA) **with 15+years of Experience** of which **at least 5 years of experience in a Senior financial leadership role** of a big reputed Entity, preferably in Infrastructure sector.
- Thorough knowledge of Indian accounting Standard including compliance relating to Direct and Indirect Taxation;

#### **1.2 Desirable Qualification:**

- MBA (Finance) and /or Cost Accountant (CMA) from Institute of Cost Accountants of India

#### **1.3 Experience Profile**

- Minimum **15 years of post-qualification experience** in finance, accounts and corporate finance;
- Minimum **5 years at senior leadership level** (CFO / Head–Finance /Finance Controller equivalent);
- Proven experience in:
  - Infrastructure / utility / project-based organisations (preferred);
  - Project financing, debt restructuring, lender coordination;
  - Regulatory compliance, audit and governance frameworks;
  - Interaction with Government, Banks and Financial Institutions.
  - Experience in ERP implementation and financial digitization

### **2. Age Criteria**

The maximum age of the candidate shall **not exceed 50 years as on 01.01.2026.**

### **3. Job Description:**

The Chief Financial Officer (CFO) shall, inter alia, be responsible for overseeing and managing the financial, accounting, taxation (both Indirect and Direct Taxation) and treasury functions of the Company and shall discharge the following key responsibilities:



- Possess experience in ensuring compliance with applicable Accounting Standards, including Indian Accounting Standards (Ind-AS), and other statutory financial reporting requirements;
- Oversee and manage the entire finance and accounts functions of the Company, including compliance relating to Direct and Indirect Taxation;
- Preparation and presentation of periodic MIS reports, financial analysis, trend identification and decision-support inputs to Management/Board with respect to the business of the Company;
- Management of cash flows, working capital, receivables and payables to ensure optimal financial discipline and liquidity management, including effective deployment and investment of surplus funds in the best interest of the Company with a view to achieving optimum returns while ensuring safety and regulatory compliance;
- Handling matters relating to project financing, borrowing arrangements, release/creation of charge or encumbrance over assets, and coordination with Banks/Financial Institutions in connection with corporate financial planning;
- Coordinate and liaise with Internal Auditors, Statutory Auditors, Comptroller and Auditor General (C&AG) Auditors / Supplementary Auditors, Government Audit Authorities and other regulatory/statutory authorities to ensure compliance with applicable laws, accounting standards, audit requirements and corporate governance practices;
- Liaise and coordinate with Government Departments, Government Agencies, Financial Institutions and other stakeholders on financial, budgetary, audit and regulatory matters of the Company from time to time;
- Preparation of annual budgets, business plans, financial forecasts and long-term financial strategies for the Company;
- Development, strengthening, implementation and periodic updation of Internal Control Systems, financial processes and Standard Operating Procedures (SOPs) aligned with the operational requirements of the Company;
- Providing leadership, guidance and mentoring to finance and accounts teams and building organisational capability for higher responsibilities;
- Driving key financial and operational initiatives for improving efficiency, strengthening controls and supporting business growth and expansion;
- Leading technology-driven finance initiatives including digital finance systems, ERP integration, cloud-based financial management tools, intelligent automation and data analytics for improved financial governance and reporting.

**4. Remuneration:** Compensation and remuneration shall not be a constraint for the deserving and suitable candidate and shall be commensurate with qualification, experience and industry standards and is negotiable.

**5. Location:** The position shall be based at Chennai, Tamil Nadu.



**6. Selection Process:** The selection process shall be based on a structured evaluation and personal online interview by the designated Selection Committee / Sub-Committee, as approved by the Board.

**7. How to Apply:**

Candidates are required to submit their applications through email at: [contactus@ntadcl.com](mailto:contactus@ntadcl.com). No other means/mode of application shall be accepted.

Eligible internal candidates fulfilling the prescribed eligibility criteria may also apply.

The application shall be accompanied by a detailed Resume/Curriculum Vitae along with scanned copies of the following supporting documents:

- a. Documentary proof of Date of Birth;
- b. Certificates/testimonials in support of educational qualifications, professional qualifications and experience;
- c. Documentary evidence in support of present and past remuneration/Annual CTC, such as Form-16, salary slips for the preceding 12 months, appointment letters, increment letters, etc.;
- d. No Objection Certificate (NOC) / Forwarding Letter from the present employer, in case the candidate is employed in Central Government / State Government Departments, Central/State PSUs, Autonomous Bodies, Statutory Bodies, Semi-Government Organisations or Quasi-Government Institutions.

**8. Other Conditions:**

- (i) Before applying for the post, candidate should ensure that he/she fulfils the eligibility criteria and other conditions mentioned in this advertisement. NTADCL would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. Incomplete application will not be considered .
- (ii) All candidates are advised to have valid mobile number and E-mail IDs, as all the communication with regard to interview, selection etc., shall be sent to that mobile number/E-mail ID only.
- (iii) Shortlisting will be done based on the information/declaration submitted by the candidate at the time of submission of online application. Candidature of the registered candidate is liable to be rejected at any stage of the recruitment process or the selected candidate is liable to be terminated without notice after 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.
- (iv) The Management reserves the right to fill up or not to fill up the above position without assigning any reason whatsoever. NTADCL also reserves the right to



cancel/restrict/modify/alter the recruitment process, if need arises without issuing any further notice or assigning any reason whatsoever.

- (v) The prescribed qualifications and experience are the minimum eligibility requirements and mere possession of the same shall not entitle any candidate to be called for the selection process/interview. The decision of NTADCL regarding shortlisting, selection and eligibility of candidates shall be final and binding.
- (vi) All appointments are subject to medical fitness as per the Rules of the Company.
- (vii) No person shall be eligible for appointment if he/she has been convicted by a court of law for an offense involving moral turpitude.
- (viii) No person shall be eligible for appointment who has previously been dismissed, removed or compulsorily retired from the service of a corporation or department of a state or central government or a local authority or from an autonomous statutory body.
- (ix) No person who has more than one spouse or who has entered into a marriage with any person having a spouse living shall be eligible for appointment to any post unless such marriage is permissible under the personal law applicable to the candidate and the other party to the marriage.
- (x) Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- (xi) Any dispute with regard to recruitment against this advertisement will be settled within the Jurisdiction of Chennai Court only.
- (xii) The selected candidate shall be required to join the services of the Company within 30 days from the date of issuance of the Offer of Appointment or within such extended period as may be permitted by the Company/management . The candidate shall be required to complete all notice period and relieving formalities of the present employer before joining. Failure to join within the stipulated period may result in withdrawal/cancellation of the offer, unless otherwise extended or approved by the Company.