

Job Summary & Responsibilities

The role requires excellent analytical skills and will also involve meeting with different teams to discuss their budget needs and performance. The work will include but not limited to:

- Prepare and track monthly, quarterly and yearly R&D spending plan which includes Labor, Opex and Capex
- Reconcile the actual spending by analysing the reports given by finance, HR and other sources.
- Prepare and present organizations financial plan and performance to upper management.
- Work with People managers, budget owners to capture the spending plan regularly.
- Establish and maintain a process for financial operation and planning.
- Help external teams (like tax consultants) to refine the data they prepare to submit to government agencies.
- Making sure that we maintain a 100% compliance with all regulations in all applicable countries
- Keep looking for better tools for improving the planning and tracking of spending.
- Manage R&D programs

Job Specific Skills

Must be an expert in Microsoft Excel, Macros, VB Scripting, Excellent Analytical skills, Problem solving mind set, detail orientated.

Minimum Qualifications

- B.E/B.Tech/M.E/M.Tech. MBA, ICWAI, CA a plus
- 10- 15 yrs of experience