

**RECRUITMENT OF CHIEF FINANCIAL OFFICER (CFO) IN THE GRADE OF
DEPUTY GENERAL MANAGER (DGM)**

Can Fin Homes Ltd., a leading Housing Finance Company, invites On-line applications for the post of **Chief Financial Officer (CFO) in the grade of Dy. General Manager**.

Eligible candidates are requested to visit our Company's website www.canfinhomes.com and submit the application online by clicking on the link <https://www.canfinhomes.com/career.aspx>

Please read the advertisement carefully and ensure your eligibility before submitting the online application.

Age, Eligibility Criteria & other details:

Post	Deputy General Manager
Age as on 01.06.2019	35 to 50 years
Qualification	Chartered Accountant / Cost & Management Accountant
Post qualification work experience	10 years [Accounts finalization, Treasury Management & Fund raising, Direct and indirect taxation in reputed Public/ Private Sector Banks, HFI's/NBFC's; Exposure in Account Finalisation in IND-AS preferred]
Salary & Emoluments	Rs. 53,850 – 1500/4 – 59,850 Total emoluments – Approx. Rs.20 lakh p.a. [The gross emoluments include Mobile, Business Development Expenses, Medical benefits, etc. Perquisites like Quarters, Fuel expenses etc. as per norms/rules of the company]
Service Bond	Selected candidate will be required to execute a "Service Bond" of Rs.5 lakh for serving the company at least for a period of 3 years of active service.
Role & Responsibilities	The responsibility cast on CFO & KMP under Companies Act, 2013, SEBI Regulations and NHB Directions, as amended from time to time and overall responsibility of Finance, Accounts and Treasury Depts. The detailed role and responsibilities are given in <u>Annexure-1</u> .

Note:

- Higher qualification and additional experience in the relevant field will be given additional weightage.

SUBMISSION OF ONLINE APPLICATION:

The candidates are required to apply online by clicking on the link <https://www.canfinhomes.com/career.aspx>

Last Date for submission of application - On or before 18/06/2019 by 5 PM.

The guidelines for filling on-line application are as follows:

- Please register your mobile number/ e-mail ID through the above link.
- Candidates are required to upload their photograph and signature.
- An online application, which is incomplete in any respect such as without proper passport size photograph and signature, will be rejected.
- Candidates should carefully fill in the details in the On-line application at the appropriate places; Candidates are advised to verify every field filled in the application before submission.
- Once the application is filled in completely, candidate should submit the data by clicking on the "SUBMIT" button.

Candidates are requested to read the contents of the advertisement and ensure their eligibility before applying.

After completion of on-line registration please take a print-out, which shall be carried at the time of interview together with other documents, if shortlisted.

SELECTION PROCEDURE:

The selection of candidates shall be by way of short-listing of the applications received for the post. It will be followed by personal interview. Due weightage will be given to the candidate's academic qualification and post qualification work experience.

Company reserves the right to shortlist requisite number of candidates and only the shortlisted candidates will be called for Interview.

- a) The names of shortlisted candidates for interview will be published in the Company's website www.canfinhomes.com . The details of venue, time & date of Interview will be informed to the shortlisted candidates through e-mail only and **no other individual communication will be sent to the applicants for attending the Interview.**
- b) Actual Flight charges (economy class) for the travel from the place of his/her domicile to the interview Centre and return journey (to and fro) will be paid up to the limit of Economy flight fare (by shortest distance) to the candidates who attend the interview, on production of original tickets of the onward journey & photo copy of the return journey tickets, provided, return journey is undertaken on the date of interview itself or on the next day. No claim for reimbursement will be entertained after the interview date.
- c) The final selection will be on the basis of rank lists drawn, based on the total marks secured in the interview.
- d) In case, the candidate is not found suitable for the post applied for but found fit for any other post, that the Company may find them suitable for, the Company reserves the right to make offers to such candidate at the pay scales applicable to such posts, as per company norms. The right to make such suitable alternate offers is at the sole discretion of the company.

ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:

Candidates should not furnish any particulars that are false, tampered, fabricated or suppress any material information while submitting the application.

If a candidate is or has been found guilty of using unfair means or impersonating by any person at any stage of the selection process; or misbehaving in the interview hall or resorting to any other irregular or improper means in connection with his/her candidature; or obtaining support for his/her candidature by any means, such candidate shall be liable to be disqualified from the interview/ selection process.

GENERAL INSTRUCTIONS:

- 1) The placement for the above post is at Registered Office, Bangalore.
- 2) Candidates should ensure that they fulfill the eligibility criteria before applying. The company reserves the right to reject any candidate's application at any stage, if they are not found suitable. At any stage of the selection process, if the details provided in the application is found to be false or, if the candidate fails to submit the required documents to prove his/her eligibility at the time of interview, his/her candidature will be rejected and the candidate will not be allowed to attend the interview.
- 3) The Company takes no responsibility for any delay in submission of online application.
- 4) The company reserves the right to change the date, time, venue of the interview at its discretion, under unforeseen circumstances, if any. Change of interview schedule, if any, will be announced in our website / by email.
- 5) Any application received after the last date will not be accepted/ entertained.
- 6) The shortlisted candidates are required to submit self-attested copies of all the documents pertaining to Age, Qualification, Experience etc. at the time of interview. The original of all the documents are to be made available for cross verification along with the copies. If any candidate is found ineligible while verifying the documents, he /she shall not be allowed to take up the Interview.
- 7) Canvassing in any form will be treated as disqualification.
- 8) The company shall not entertain any request for adjournment of interviews. It is the sole responsibility of the candidates to attend the interview. Non attending of the interview for any reasons whatsoever is at their risk only.
- 9) The Company shall not be responsible for any application being rejected, which is based on wrong information provided in the application form/unauthorized person/institution.
- 10) Candidates are advised to refer our Website (www.canfinhomes.com) for all details/ updates.

Candidates in their own interest are advised to register on-line and submit their application well in advance before the expiry of last date of submission of the same.

Date: 03/06/19
Place: Bangalore

General Manager –HRM

- Finalisation of financial statements and conduct of its Audit;
- Overseeing the overall accounting process;
- Responsible for furnishing 'true and fair' view of the state of affairs in the financial statements; To sign the financial statements along with those authorized by the Board; Ensuring compliances like consolidation, separate reporting on the operating effectiveness of internal controls, enhanced disclosure requirements, etc.
- Responsible for adhering to accounting standards;
- Responsible for filing financial statements with Registrar of Companies;
- Taxation & Regulatory compliances;
- Liability management, fund mobilisation through banking and money market channels;
- Asset Liability Management;
- Interaction with fund/treasury managers, investment of surplus fund; Liaising with merchant bankers and investment Bankers/PE funds for raising capital; Roping quality investors to invest in the company both in debt as well as in the equity;
- Meeting the analysts and briefing them on the Company;
- Pricing the product;
- providing strategic information support to senior management;
- Responsible for providing various inputs for meeting the enhanced board report requirements;
- Discharge regulatory responsibilities like setting up a solid regulatory and compliance framework, formulating a strong risk management platform, providing a robust vigil mechanism, creating a fool proof mechanism for reporting of frauds, and ensuring timely approval for related party transactions;
- Involvement in corporate social responsibilities in ensuring compliance with the Act and in analysing and maximising the value proposition of the same;
- Responsible for filing financial statements with Registrar of Companies;
- Responsible for maintenance of books of account, preparation & filing of annual accounts, disclosure of financial information in offer documents;
- Such other responsibility entrusted by the Audit Committee and Board from time to time.