

JOB DESCRIPTION – MANAGER - FINANCE

About HackIT

HackIT Technology and Advisory Services is an IT/Cyber Security company, operating since 2009. HackIT is an Indian Computer Emergency Response Team, CERT-IN (www.cert-in.org.in) empaneled provider for IT Security Audit Services. HackIT provides a broad range of security consulting and advisory services to a diverse group of clients, including government organizations, corporations, Military establishments, financial institutions and start-up, to name few. Our work spans multiple sectors and industries, including Telecommunications, Defense and Military, ITeS, Financial Services, Aviation, Hospitality, Healthcare and Research. We work end-to-end—from diagnosis to delivery of lasting impact — together generating tangible results that are improving the security posture of organizations worldwide.

Job Title • Manager - Finance

Location • Kochi

Job Overview

We are seeking a highly analytical and detail-oriented Manager- Finance to oversee the organization's financial planning, accounting operations, budgeting, taxation, statutory compliance, financial reporting, and internal controls. The ideal candidate will ensure financial accuracy, regulatory compliance, and operational efficiency while providing strategic financial insights to support business growth and decision-making.

Job Responsibilities

- Lead and manage the organization's finance and accounting operations, ensuring accuracy, efficiency, and compliance with applicable accounting standards and statutory regulations.
- Prepare annual budgets, financial forecasts, and long-term financial plans aligned with business objectives and organizational priorities.
- Monitor financial performance through budget variance analysis and provide strategic recommendations to improve profitability and optimize costs.
- Prepare and present monthly, quarterly, and annual financial statements, management reports, MIS dashboards, and business performance analyses.
- Ensure timely closure of books of accounts and maintain accurate financial records, ledgers, reconciliations, and supporting documentation.
- Oversee accounts payable, accounts receivable, fixed asset accounting, depreciation, and general accounting functions.
- Manage cash flow, treasury activities, banking relationships, and working capital to ensure adequate liquidity and financial stability.

- Ensure compliance with all applicable statutory and regulatory requirements, including GST, Income Tax, TDS, Professional Tax, and other financial obligations.
- Coordinate statutory audits, internal audits, tax assessments, and financial reviews while ensuring timely resolution of audit observations.
- Establish, implement, and continuously strengthen financial controls, policies, procedures, and governance frameworks to safeguard organizational assets.
- Identify financial risks, evaluate their business impact, and implement appropriate mitigation strategies.
- Oversee payroll accounting, statutory deductions, employee reimbursements, and finance-related employee benefit processes.
- Evaluate business performance, project profitability, and investment opportunities by providing meaningful financial analysis and recommendations.
- Collaborate with business leaders to support strategic planning, commercial decision-making, and financial risk assessment.
- Lead, mentor, and develop the finance team by setting performance objectives, promoting continuous learning, and driving operational excellence.
- Ensure the confidentiality, integrity, and security of all financial information while maintaining the highest standards of professional ethics.

Technical Skillsets (Mandatory)

- Strong knowledge of Financial Accounting and Indian Accounting Standards.
- Expertise in Financial Planning, Budgeting, Forecasting, and Financial Analysis.
- Comprehensive understanding of GST, Income Tax, TDS, Professional Tax, and statutory compliance requirements.
- Experience in Financial Reporting, MIS Reporting, Cost Management, and Cash Flow Management.
- Hands-on experience with Internal Financial Controls, Risk Management, and Audit Coordination.
- Advanced proficiency in Microsoft Excel and financial modeling.
- Experience with ERP and Accounting Software such as SAP, Oracle, Microsoft Dynamics, Tally, Zoho Books, or equivalent financial systems.

Non-Technical Skillsets

- Strong analytical and problem-solving capabilities.
- Excellent leadership and people management skills.
- Effective communication and stakeholder management.
- Strategic thinking with strong business acumen.
- Sound decision-making and negotiation skills.
- High level of integrity, professionalism, and confidentiality.
- Excellent organizational and time management skills.

Education & Certifications

- Bachelor's Degree in Commerce, Finance, or Accounting.
- MBA (Finance), CA, CMA, ACCA, or equivalent professional qualification is preferred.

Experience

- 5-6 years of progressive experience in Finance and Accounting.
- Minimum 2 years of experience in a Finance Manager or similar leadership role.

Send your updated profiles to **careers@hackit.co**.