

- **Job Title: Deputy Manager Finance**
 - **Location: New Delhi**
 - **Experience: Min 8+ Years (Cooperative Society Exp is preferred)**
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Sahakar Taxi is India's first cooperative-based ride-hailing service. We believe in "drivers first, fair rides for all." With Sahakar Taxi, you can enjoy safe, affordable, and reliable transport while supporting local drivers who earn 100% of their fare with no hidden charges.

Position Overview:

With over 8+ years of exp. of overall experience in managing the financial activities of an established organization, the role holder will be responsible for overseeing all financial aspects of the business and driving the company's financial strategy and planning. This includes budgeting, forecasting, financial reporting, compliance, and risk management. The Deputy Head of Finance will also play a key role in fundraising, investor relations, and optimizing financial performance to support the company's growth trajectory.

Why Join us:

- Be part of an ambitious, high-growth organization driving the future of mobility in India.
 - Lead a transformation journey in the evolving landscape of urban transportation.
 - Make a measurable impact through innovation.
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➤ Key Responsibilities:

- **Financial Strategy Planning:**

- Develop and implement financial strategies aligned with the company's growth plans.
- Lead financial planning, forecasting, budgeting, and cash flow management.
- Conduct regular financial analysis to support business decision-making.
- Oversee daily accounting operations including journal entries, ledger maintenance, and reconciliation.
- Ensure timely and accurate closing of monthly, quarterly, and annual financial statements.
- Monitor accounts payable/receivable and ensure proper documentation and approvals.
- Assist in implementing and maintaining internal controls to safeguard financial data.
- Coordinate with auditors for internal and statutory audits and ensure timely resolution of audit queries.
- Maintain fixed asset registers and depreciation schedules

- **Budgeting & Financial Planning :**

- Ensure timely and accurate preparation of financial statements and reports in compliance with applicable accounting standards (Ind AS/IFRS).
- Manage audits, tax filings, statutory compliance, and regulatory reporting.
- Oversee compliance with all financial, legal, and regulatory frameworks (GST, income tax, corporate law, etc.).
- Support the preparation of annual budgets and rolling forecasts in coordination with department heads.

- Analyze budget variances and provide actionable insights to management.
- Assist in developing pricing strategies based on cost analysis, market trends, and competitive benchmarking.
- Monitor revenue streams and identify opportunities for optimization and cost control.
- Prepare financial models and scenario analysis to support strategic decision-making.
- Collaborate with sales and operations teams to align financial planning with business goals.

▪ **Cost Control & Profitability:**

- Monitor and control operational costs, identify areas for cost optimization.
- Analyze financial performance and provide recommendations for improving profitability and operational efficiency.
- Implement and monitor internal controls to safeguard company assets.

▪ **Coop Member Fund Management:**

- Manage financial transactions related to cooperative member contributions, withdrawals, and dividends.
- Ensure accurate record-keeping and reporting of member fund balances.
- Monitor fund utilization and ensure compliance with cooperative policies and financial regulations.
- Coordinate with member services to address queries and provide financial clarity.
- Prepare periodic fund performance reports and present them to stakeholders.

▪ **Compliance, Tax, and Legal:**

- Ensure adherence to statutory compliance including GST, TDS, income tax, and other applicable laws.
- Liaise with tax consultants and legal advisors for filing returns and resolving disputes.
- Maintain documentation for regulatory audits and inspections.
- Monitor changes in financial regulations and ensure timely implementation of necessary changes.
- Support contract reviews and financial risk assessments in coordination with the legal team.
- Ensure timely payment of taxes and filing of returns to avoid penalties.

▪ **Fundraising Investor Relations:**

- Support fundraising efforts including equity, debt, and working capital financing.
- Prepare financial models, pitch decks, and investment-related documentation.
- Manage relationships with investors, banks, financial institutions, and other stakeholders.

▪ **Team Leadership:**

- Build and lead a high-performing finance and accounts team.
- Provide financial leadership across departments and ensure alignment with business goals.
- Foster a culture of accuracy, integrity, and accountability within the finance function.

➤ **Skills & Qualifications:**

- Prior Exposure in Junior/Middle management position
- **Location:** New Delhi
- **Age (as on 31-July-2025):** 35 Years (Relaxation may be given to exceptionally found suitable candidates)
- **Education Qualification:** CA/ICWA/MBA (Finance)
- **Reporting to:** CFO, CEO
- Experience in handling P&L, Budgeting, Audits, Taxation and Compliance
- Strong analytical, strategic thinking, and problem-solving skills.
- Proficiency in financial systems, ERP tools (e.g., SAP, Oracle), and data analytics.
- High level of integrity, attention to detail and ability to work in a fast-paced environment.
- Excellent communication and stakeholder management skills.