

Greetings!

I'd like to personally thank you for showing an interest in working at IndiaFirst Life.

We are an organization that cherishes growth while holding on to our Values First. We believe in the relentless quest for success, but not at the cost of our morals, ethics and well-being. At IndiaFirst Life, we celebrate employees who embody and champion our core values:

Be Honest, Do More, Think More and Be Helpful.

In return, we promise to **Celebrate Success, Accelerate Growth, Recognize Achievements, Empower Employees.** We believe in nurturing an ecosystem that shows real **CARE** for our employees.

Your application is the first step to a potentially fruitful partnership and career. With the right values, success is but a Certainty of life!

Regards,
Praveen Menon
Chief People Officer



JOB DESCRIPTION

JOB TITLE:	Deputy Manager – Financial Reporting
GRADE	Deputy Manager
LOCATION:	Corporate Office
JOB SUMMARY:	<p>The person will be responsible for:</p> <ol style="list-style-type: none"> 1. Timely preparation of balance sheet, P&L statement, Cash flows as per Indian Accounting Standard and IFRS and their Audits. 2. Preparation of reports for stakeholders on monthly and quarterly basis 3. Ensure regulatory compliances related to regulatory reporting 4. Closure of books of accounts on monthly basis. 5. Resolve accounting issues, handle matters relating to audits. 6. Ensure control over Chart of Accounts. Maintain detail reasoning for creation of new account or deactivation/deletion of unused account. 7. Ensure timely payment of Invoices and updating all the agreements with the Vendor/Reinsurer and maintain the ageing and other analysis.
KEY PERFORMANCE INDICATORS	<p>Qualitative</p> <ul style="list-style-type: none"> • Analytical Ability • Communication Skills • Persuasiveness • Relationship Management • Planning <p>Quantitative</p> <ul style="list-style-type: none"> • Information Processing • Market and Competition knowledge
WORK EXPERIENCE	5+ years of working experience Preferably Experience in Insurance Industry
QUALIFICATIONS	Minimum Graduation /MBA
COMPETENCIES	<ul style="list-style-type: none"> • Ability to set and manage changing priorities judiciously. • Ability to coordinate with Seniors and work under pressure. • Ability to work as a team in collaborative environment.