



## **Job Title**

**Chief Accounts Manager**

## **Job Category**

Top Accounts Management

## **Job Location**

**Jodhpur, Rajasthan, India**

## **Job Summary**

Jal Bhagirathi Foundation is one of the leading NGOs of India and a Governor of the World Water Council. We have achieved phenomenal growth in multiple sectors over the years, fuelled by our substantial expansion program for enabling community led integrated water resource management. We provide tremendous opportunities for growth and learning and as we blaze ahead, we invite professionals sharing the Foundation's vision to be a part of our team.

JBF is looking for a Chartered Accountant possessing at least 15 years of experience in the accounting sector. The Chief Account Manager should have excellent command over accounting procedures, preparation & finalization of balance sheets, knowledge of statutory & accounting compliance and computer proficiency.

## **Job Description**

The responsibilities of the Accounts Manager are as follows:

1. Management and reporting of accounts, as per statutory provisions and management requirements.
2. Preparing Financial Budgets for Project Proposals, Annual Work Plans and constantly monitoring the expenditures, commitments & balance of funds under the budget parameters.
3. Planning and Management of financial resources, to ensure optimum utilization of resources.
4. Facilitating internal audits, statutory audits and donor audits, along with immediate compliances towards audit observations.

5. Periodical preparation of the Management Information System (MIS) for projects and ensuring that expenses are made within approved budget-lines and as per the management system guidelines.
6. Ensuring proper procurement procedures and sound commercial practices, as per the management system guidelines.

### **Desired Candidate Profile**

- At least 15 to 20 years of experience in the Accounting Sector
- Should have cleared CA Final
- Excellent command over accounting procedures
- Knowledge of FCRA rules and regulations
- Proficiency in Tally and Excel Software
- Good communication skills in English and Hindi
- Computer literacy
- Willing to relocate to Jodhpur

**Candidates with less than the required experience or qualifications will not be considered for this position.**

### **Remuneration**

Remuneration will be commensurate with experience and qualifications

### **Applications**

**All applications should be sent to the following email address:**

**[hr@jalbhagirathi.org](mailto:hr@jalbhagirathi.org)**

### **Organizational Profile**

Jal Bhagirathi Foundation works towards strengthening the capacity of desert communities, to manage their scarce water and natural resources, through traditional best practice approaches. By encouraging active participation from the community, JBF acts as a catalyst and for the construction and restoration of traditional water harvesting structures in the Marwar region of Rajasthan. The Foundation aims to empower village level institutions to adopt a pragmatic approach towards development and restoration of common property resources - benefits of which will accrue to entire village communities. The foundation focuses on capacity building and training of the rural communities, for the development and efficient management of ecological resources. This is achieved by following a participatory approach and putting emphasis on strengthening village level institutions, to effectively manage natural resources. Women empowerment is also promoted through their subsequent participation in project planning, management and execution. Thus, sustenance and effective governance of ecological resources is ensured through participation of key stakeholders. All programs, activities and strategies of the Foundation aim to achieve one ultimate goal: involving, empowering and making the village community self-reliant. JBF has also initiated action oriented advocacy campaigns to further the cause of a clear water sector

policy. For more information about the Foundation, please visit our website:  
[www.jalbhagirathi.org](http://www.jalbhagirathi.org)

#### **Contact Details of the Foundation**

**Telephone number:** +91-141-4025119

**Website:** [www.jalbhagirathi.org](http://www.jalbhagirathi.org)