

Job Title	:	Manager Finance & Accounts (Full-Time Chartered Accountant)
Location	:	Head Office, Ahmedabad
Educational Qualification and Experience Required	:	<ul style="list-style-type: none"> • Qualified Chartered Accountant (CA) – Mandatory. • Minimum 5-7 years of post-qualification experience, preferably in: <ul style="list-style-type: none"> ○ Non-profit / Development sector ○ Financial institutions / NBFCs / Social enterprises • Strong knowledge of FCRA, Income Tax, and donor compliance frameworks. • Experience in handling statutory audits and donor audits. • Demonstrated experience in financial strategy, budgeting, and financial reporting to Boards. • Strong leadership and team management capabilities. • Strategic thinking and financial foresight • High integrity, eye on details and governance orientation • Strong analytical and risk management skills • Excellent communication and presentation skills
Skills Required	:	<ul style="list-style-type: none"> • Ability to work in a mission-driven, impact-oriented environment • Conversant with the technology operations in finance and accounts and Independently work on tech platforms including thorough knowledge on window suites.
Remuneration	:	As per market standards
Application Deadline	:	15 March 2026
Expected Date of Joining	:	At the earliest
Apply at	:	careers@fwwbindia.org

About the Position

FWWB India is seeking a qualified and experienced Chartered Accountant to support the Head of Finance and its Finance & Accounts function. The candidate will be responsible for providing strategic financial leadership, ensuring regulatory compliance, maintaining robust financial controls, and strengthening the organization's fiscal sustainability.

This is a supervisory cum leadership role that works closely with the Head Finance, COO, CEO, Board of Directors, auditors, donors, banks, and regulatory authorities to ensure financial integrity, transparency, and long-term financial health in alignment with FWWB India's mission of advancing women's financial inclusion.

Key Responsibilities

1. Strategic Financial Leadership support

- Act as a trusted financial advisor to the Head of Finance, the CEO, the COO, and the Board.
- Develop and implement long-term financial strategies aligned with organizational goals in consultation with senior leadership.
- Support in annual budgeting, financial planning, and forecasting processes.
- Provide financial insights for new programs, expansion initiatives, and strategic investments.
- Develop sustainability models and multi-year financial projections.

2. Financial Management & Reporting

- Oversee the preparation of accurate monthly, quarterly, and annual financial statements.
- Ensure timely preparation of all financial statements (Balance sheets, cash flow reports, etc.).
- Present financial reports and performance dashboards to senior leadership and the Board.
- Monitor budget utilization and conduct variance analysis.
- Maintain integrity of the general ledger and accounting systems.
- Strengthen internal financial controls and financial governance mechanisms.
- Ensure effective cost management and optimal resource allocation.

3. Compliance & Regulatory Management

- Ensure compliance with all applicable laws and regulations governing non-profit organizations, including:
 - FCRA
 - Income Tax and GST regulations
 - Companies Act / Trust / Society regulations as applicable
 - PF, PT, Gratuity Act, etc.
- Support statutory, internal, and donor audits.
- Liaise with auditors, regulatory bodies, and financial institutions.
- Monitor changes in financial and non-profit regulatory frameworks and ensure proactive compliance.

4. Grant & Donor Financial Management

- Oversee financial management of grants and donor funds.
- Ensure compliance with donor conditions and reporting requirements.
- Track grant budgets, expenditures, and timelines.
- Prepare donor financial reports and utilization certificates.
- Support proposal budgeting and financial forecasting for fundraising initiatives.

5. Cash Flow & Investment Management

- Manage organizational liquidity and working capital.
- Oversee banking operations and treasury management.

- Ensure prudent investment and asset management aligned with Board-approved policies.
- Identify and mitigate financial risks.

6. Fundraising & Financial Strategy Support

- Provide financial input for fundraising proposals and donor presentations.
- Analyze funding trends and assess financial feasibility of new initiatives.
- Support revenue diversification and sustainability planning.

7. Team Leadership & Governance

- Lead and mentor the finance and accounts team.
- Establish performance metrics and accountability frameworks for the department.
- Strengthening financial SOPs, internal controls, and audit systems including the regular Checking, authorizations and approvals strictly maintaining integrity.
- Build cross-functional financial awareness across departments.

8. External Stakeholder Management

- Maintain strong relationships with auditors, banks, funders/donors, and regulatory authorities.
- Provide financial leadership in partnerships and collaborations.
- Present financial information clearly to internal and external stakeholders.