

JD TEMPLATE

Plant / RO	AKURDI
Level / Grade	L3
Designation	

BU / Dept	FINANCE
Job Role/ Function	Costing

1	Educational Qualification	Necessary:	ICWA, Preferably Engineering qualification	
		Preferred:		
2	Age	Minimum:	Maximum: 30 Yrs	
3	Reporting		Report to (Designation)	No. of Reportees
		Direct Reporting	Divisional Manager - Finance	
		Indirect Reporting (if any)		
5	Job Responsibilities	<ol style="list-style-type: none"> 1. Own the process of subcontracting Rate Calculation - Chakan Plant & Waluj/PTN Spares 2. Price determination and updation for Export / DOM 2wh,3wh & PBK <ol style="list-style-type: none"> 2.1 Price approval Note preparation 2.2 Price updation in SAP & validation of updated prices 2.3 Price Circulars preparations for all market 3. Audit Support (Internal/External) for Export & Domestic prices 4. Debit / Credit Notes - Preparation & Control 5. Maintaining history of price changes 6. Purchase order release in SAP for IB & Marketing expenses 7. Price updation on Govt. portal (Whole sale price Index) 8. Updation of OE/Factory Parts Chargeable Rates' to Customer for Offloaded Assembly/ Spares Packing Material 9. Create Preliminary Cost Estimates for Product Cost Collectors (Vehicles/Engine/Inhouse 		

		parts) 10. KTM Rate updation of R&D for Parts to be sent to KTM on chargeable basis		
6	Competency Requirements	Technical/ Functional: Knowledge of Costing in Manufacturing sector or exposure to plant costing. Understanding of cost center concept & exposure to SAP.		
		Behavioral: Interacting across all functions for minimising interface losses. Ability to work in a team.		
7	Interface		Internal	External
		Direct Interface	All functions	
		Indirect Interface		
8	Any other specific requirements			