
Job Description
FP&A

About HCLTech

HCLTech is a global technology company, home to 211,000+ people across 52 countries, delivering industry leading capabilities centered on digital, engineering and cloud powered by a broad portfolio of technology services and products. Our people – a global, diverse, multi-generational talent - representing 167 nationalities whose unique spark, perspective and boundless passion drive our culture of proactive value creation and problem solving, power us. We work with clients across all major verticals, providing industry solutions for Financial Services, Manufacturing, Life Sciences and Healthcare, Technology and Services, Telecom and Media, Retail and CPG, and Public Services. Our purpose is to bring together the best of technology and our people to supercharge progress. We are supercharging progress for everyone, everywhere – our clients, partners and their stakeholders, our people, communities, and the planet.

The company's DNA of grassroots innovation, its ingrained culture of co-innovation, and its tradition of going far beyond what is expected, to create customer value, clearly differentiates it and gives it a distinct advantage in creating value for businesses in the digital and connected world.



Corporate Social Responsibility: HCLTech builds sustainability principles and actions into the strategy, culture and day-to-day operations of our company. We aim to improve the lives of people around the planet, engaging our employees, clients, stakeholders, and the communities we live in, to a higher purpose. We focus on areas where we can make the most difference: health, education, technology, jobs, and people who are denied the benefits and access afforded by science, technology and innovation. Guided by the United Nations Sustainable Development Goals, we view sustainability in three ways – economic, social and environmental, known informally as Profit, People and the Planet. As a company, we are deeply focused on accelerating our ESG agenda. We are also creating technology-enabled sustainable solutions with and for our clients and partners. We embed ESG imperatives into every aspect of our business and ensure that the progress we supercharge is responsible, inclusive and beneficial to all our stakeholders in the long-term. We have committed to achieving net-zero by 2040.

Highlights of the Team

At HCLTech, we offer continuous opportunities for you to find your spark and grow with us. We want you to be happy and satisfied with your role and to really learn what type of work sparks your brilliance the best. Throughout your time with us, we offer transparent communication with senior level employees, learning and career development programs at every level, and opportunities to experiment in different roles or even pivot industries. We believe that you should be in control of your career with unlimited opportunities to find the role that fits you best.

Why Us?

- We offer End-to-end digital transformation expertise that helps clients from strategy through execution. □ We work with the biggest brands, offering the opportunity to be a part of industry-leading work.
- We are invested in your growth, offering learning and career development opportunities at every level to help you find your spark.
- We offer freedom and flexibility on the job, empowering our employees to make decisions.
- We offer a virtual-first work environment, promoting a good work-life balance and real flexibility.
- Our company is extremely diverse with representation of 165 nationalities.
- We offer the opportunity to work with colleagues across the globe.
- We offer comprehensive benefits for all employees.
- We are a certified great place to work and a top employer in 17 countries, offering a positive work environment that values employee recognition and respect

Website Link: <http://www.hcltech.com/>

Job Title

Financial Planning & Analysis (FP&A)

Job Location

Pan India

Roles and Responsibilities

- Preparation of Annual Budget
- Review of monthly financials – revenue/cost/margins and preparation of variance analysis, and Management reporting to Corporate, Business leadership.
- Review, preparation of Quarterly P&L forecast and monthly update of forecast along with variance analysis.
- Co-ordination with business leadership team on Monthly management reporting, annual budgets
- Co-ordination with CRT/ Controllers/ AP/Central GBO team/ CEO office on various requirements
- Follow up and ensure that all billing is done correctly and in a timely manner
- Complete knowledge and understanding of all financial clauses in customer contract in the SPAN
- Ensure correct application of COLA
- Keep track of UAR/UBR and escalate when not closed within reasonable timelines
- Monitoring collections/DSO and ensuring customer payments are processed on time
- Ensure taxation is correctly applied as applicable on invoices.
- Keep track of any applicable volume discount, SLA, claims and make ensure provisioning in books
- Review of ODC / PO provisions and making manual provisions where required.
- Track variances wrt business case as applicable

Skillset Required

- Excellent analytical and problem-solving skills.
- Excellent written & verbal communication in addition to impressive inter personal & negotiation skills.
- Effective time management skills and ability to meet deadlines.
- Proven record of accomplishment of meeting and exceeding business goals and targets.
- Excellent organization, multitasking, and prioritization skills that would lead to a productive outcome.
- Has Entrepreneurial mind-set and must be a team player.
- Must have perseverance to negotiate large deals and be a metric-driven person
- Exceptionally strong work ethic displaying a mature and professional attitude with an ability to adjust quickly to change
- Motivated, self-starter and achievement oriented and excellent team building skills.
- Able to work well under stress in a fast paced environment
- Strong Microsoft skills, including Word, PowerPoint, Excel, Project and Vision.
- Knowledge of industry best practices and control frameworks.

Qualification

- Greater than or equal to 60% throughout academics (10th, 12th and Graduation)
- Qualified Chartered Accountant.(**Freshers**)
- 3 years of articleship experience from good listed companies.

