

Job Details			
Entity	Sterling Green Power Solutions Private Ltd (SGPSPL)	Business Unit	Diesel Generators
Function	Accounts & Finance	Location & Region	Chembur, Mumbai
Category	Junior Management	Designation/ Position Name	Assistant Manager – MIS & Costing
Number of Position	1	Employment Type	Full Time / On – Roll

Job Purpose
The job role will be responsible for overseeing and managing the company's Management Information Systems (MIS) and costing function to ensure accurate financial data, reporting, and cost analysis. This role will involve collaborating with different departments to gather financial and operational data, preparing detailed reports, and analyzing costs to support decision-making processes.

Roles & Responsibilities	
Key Responsibility Areas	<ol style="list-style-type: none"> <li><b>Preparation of Monthly MIS and Variance Analysis:</b> <ul style="list-style-type: none"> <li>Prepare and compile the Monthly MIS report, including detailed segmental representation of financial data.</li> <li>Perform variance analysis to identify deviations from the budgeted or forecasted figures.</li> <li>Distribute the MIS reports to regional teams and ensure proper review and sign-off from them to confirm the accuracy of the information.</li> </ul> </li> <li><b>Reconciliation of MIS with Accounts:</b> <ul style="list-style-type: none"> <li>Reconcile the data presented in the MIS reports with the financial accounts to ensure consistency and accuracy.</li> <li>Identify any discrepancies between the MIS data and the actual accounts and proactively address these gaps through detailed investigation and correction.</li> </ul> </li> <li><b>FEMA Compliance and Support:</b> <ul style="list-style-type: none"> <li>Assist in ensuring compliance with the Foreign Exchange Management Act (FEMA) requirements.</li> <li>Support the reporting manager by preparing and providing the necessary documents and details required for FEMA-related filings, ensuring that all filings are completed accurately and on time.</li> </ul> </li> <li><b>Data Analytics:</b> <ul style="list-style-type: none"> <li>Data analysis, preparation of reports, and presentation of financial information in a structured and easy-to-understand format.</li> </ul> </li> <li><b>Audit Participation and Accounts Finalization:</b> <ul style="list-style-type: none"> <li>Actively participate during <b>audit closures</b>, stock-taking activities, and finalization of accounts.</li> <li>Provide required assistance to the audit team by ensuring the availability of necessary data and documentation and supporting any queries related to the final accounts.</li> </ul> </li> </ol>

	<b>6. Team Collaboration and Initiative:</b> <ul style="list-style-type: none"> <li>Demonstrate the ability to be a team player, collaborating with colleagues across departments to achieve common goals.</li> </ul>
--	---

<b>Key Performance Indicators</b>	<ol style="list-style-type: none"> <li>Accuracy of Financial Reports</li> <li>Adherence to Reporting timelines (TAT)</li> <li>Cost Variance Analysis</li> <li>Cost Reduction Initiatives</li> <li>Adherence to Audits &amp; Internal Controls</li> <li>FEMA Compliance and timelines</li> </ol>
-----------------------------------	---

Key Stakeholder	
Key Internal Stakeholders	Key External Stakeholders
<ol style="list-style-type: none"> <li>All Departments of SGPSPL</li> <li>S&amp;W Group entities</li> <li>Factory Team</li> </ol>	<ol style="list-style-type: none"> <li>Auditors</li> <li>Banks</li> </ol>

Job Qualifications and Requirements	
<b>Knowledge and Experience</b>	<p>Education - B Com + ICWA</p> <p>Experience – 0 - 2 years</p> <p>Proficient in using MS Office applications, including Excel, Word, and PowerPoint, with preferred experience in data analysis, document preparation, and accounting software and ERP systems</p>
<b>Attitude &amp; Key Competencies</b>	<ul style="list-style-type: none"> <li>Proactive &amp; Assertive</li> <li>Good written &amp; verbal communication skills</li> <li>Good Interpersonal skills to effectively engage with employees, stakeholders, and leadership teams from different cultural backgrounds.</li> <li>Result Oriented to achieve on time deliverables.</li> <li>Ability to influence stakeholders to drive initiatives aligned with the strategic business objectives.</li> <li>Attention to details</li> <li>Business &amp; Financial domain knowledge to support business requirements with agility &amp; accuracy.</li> <li>Resilience and responsive to handle business uncertainties.</li> <li>Ownership - Takes accountability for the cross Interdependencies impacting the business decisions.</li> <li>Customer Focus to understand the stakeholder's requirements &amp; builds solutions to resolve &amp; mitigate issues.</li> </ul>

Compensation & Benefits	
<b>Total Annual CTC</b>	7 – 9 lakhs per annum + Benefits

## Company Details

### About Company

#### **Sterling and Wilson Private Ltd (SWPL)**

The Shapoorji Pallonji Group (SPG) is a well-diversified business house, with clients in over 50 countries, delivering complex and challenging projects for over 150 years. SPG operates in 6 major business areas with 16 group companies and a strong employee base of over 60,000 people from across 40+ nationalities.

Sterling and Wilson Private Ltd (SWPL) is part of Shapoorji Pallonji group company which is one of India's leading engineering, procurement, and construction (EPC) companies present in India and across other 30 countries globally with focus on Mechanical and Electrical projects, Diesel Generator, Transmission & Distribution and Solar EPC. Sterling and Wilson is poised to play a pivotal role in the global trend of moving away from fossil fuels to a future of renewable energy and storage.

Discover more on <https://sterlingandwilson.com>

#### **Sterling Green Power Solutions Private Ltd (SGPSPL)**

Sterling Green Power Solutions Private Ltd has one of Asia's largest diesel generator manufacturing plant at Silvassa. Spread over a vast 10.25 acres property, the plant is equipped with the most technically advanced infrastructure for fabrication.

This includes a 14-tank pre-treatment plant for surface treatment, a powder coating plant and a state-of-the-art PLC based testing facility (upto 4000 kVA), which is the first of its kind in the country. Our successful partnering with the global leaders in diesel engine manufacturing, namely Baudouin-France, MTU-Germany, Volvo-Sweden has helped us set benchmarks in fuel efficiency, reliability, and adherence to global emission norms. Sterling & Wilson, the parent company, is a leading MEP engineering group with over 90+ years of experience in project engineering and execution.

Sterling Green Power Solutions Private Ltd is headquartered in Mumbai, with regional and branch offices located across India. The company was founded by Shapoorji Pallonji Company Private Limited and Mr. Khurshed Daruvala, who serve as its key promoters. Our consolidated revenue outlook for the current and upcoming financial years stands at ₹825 crore and ₹1200+ crore, respectively. The company is managed by a team of industry experts who adopt a solution-driven approach to meet customer needs.

Sterling Green Power Solutions Pvt. Ltd. is renowned for its exceptional project management expertise and service capabilities, which allow us to provide continuous support across India, the Middle East, Africa, Australia, and New Zealand. We specialize in delivering customized solutions and are widely recognized for executing turnkey Diesel Generator contracts in India, the Middle East, Australia, and Southeast Asia.

Discover more on <https://www.sterlinggreen.com>