

CTC - 9 LPA (Fixed) + 1LPA (Retention Bonus to be given on 1 year completion).

Section	Details
Job Title	Cost Management Trainee – Governance Department
Department	Governance Department
Role Overview	<p>The role supports the Governance team in monitoring costs, analyzing spend patterns, and ensuring adherence to internal policies and controls. It is ideal for students of Cost & Management Accounting / Cost Management who want exposure to governance, risk, and compliance.</p> <ul style="list-style-type: none">- Assist in tracking and analyzing departmental and project-wise costs.- Support preparation of periodic cost reports, dashboards, and variance analyses for management review.- Review expense approvals and transactions for alignment with company policies and governance guidelines.- Assist in drafting or updating SOPs related to cost control and approvals.- Coordinate with Finance, Procurement, and Operations to collect data and clarify cost-related queries.- Support internal audits, compliance reviews, and documentation of cost-related controls.- Identify basic cost-saving opportunities and flag anomalies or policy deviations to seniors.- Pursuing Cost & Management Accounting / MBA (Finance) / similar cost management program.- Strong numerical and analytical skills with good proficiency in Excel.
Key Responsibilities	<ul style="list-style-type: none">- Basic understanding of budgeting, costing, and variance analysis.- Attention to detail and comfort working with data and documentation.- Good communication skills and interest in governance / process-driven roles.
Desired Profile	<ul style="list-style-type: none">- Attention to detail and comfort working with data and documentation.- Good communication skills and interest in governance / process-driven roles.
Location	Hyderabad - Corporate Office
Reporting To	To be decided
Employment Type	Full-time