

LET'S CREATE THE FUTURE

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IRM Energy Ltd.

JOB DESCRIPTION	
Position Level - Sr. Executive / Asst. Manager	Department – Finance & Accounts
Location – Head Office, Ahmedabad	Sub-Department – Banking & Treasury

COMPANY OVERVIEW

IRM Energy Ltd (a Group Company of Cadila Pharmaceuticals Ltd) is an integrated value driven energy enterprise developing Natural Gas distribution projects (CNG: Compressed Natural Gas & PNG: Piped Natural Gas) across districts in the country for customers in industrial, commercial, domestic and transport sector. The company is committed towards contributing to the energy need of its consumers.

Job Summary

Responsible for managing the company's Banking and Treasury operations, Insurance management, Credit Rating & Investor presentations including daily cash flow management, managing operation of bank facilities and compliances,
Support strategic financial decisions through financial analysis, fund evaluation, cost optimization, MIS and effective coordination with banks, financial institutions and Insurance brokers.

Key Responsibilities

- Manage daily cash flow and liquidity by monitoring cash positions and coordinating with AR/AP teams to ensure adequate funds for operational, statutory and other business requirements.
- Manage and monitor the company's investment portfolio comprising FDs and Mutual Funds, including investment/redemption, portfolio optimisation, interest income and related statements/MIS.
- Monitor banking transactions and payment operations, including RTGS, NEFT, bulk uploads, net banking and other receipt/payment channels, ensuring timely resolution of transaction-related queries.
- Monitor and manage working capital and banking limits, including OD utilisation, ensuring optimum utilisation of available facilities.
- Manage the company's loan portfolio by monitoring repayment schedules, interest costs and outstanding balances, and evaluating opportunities for prepayment, refinancing and reduction in finance costs.
- Manage Bank Guarantees, SBLCs and Letters of Credit, including issuance, extension, amendment, closure, margin requirements and monitoring of non-fund-based limits.
- Coordinate with banks and financial institutions for new funding requirements, loan proposals, refinancing, renewals, commercial negotiations and submission of required financial information.
- Manage renewal and new Insurance policies and coordinate with Insurance brokers.
- Prepare and analyse treasury MIS and financial reports, including daily cash positions, loan statements, investment reports and BG/LC outstanding reports for the CFO and management.
- Support financial planning and strategic initiatives through financial modelling, business projections, evaluation of funding proposals, interest costs, IRRs and other financial analysis.
- Coordinate with rating agencies, auditors and internal stakeholders for timely sharing of financial data, confirmations and other information required for credit ratings, audits and management reviews.
- Drive treasury cost optimisation, risk management and process improvement by improving banking terms, reducing finance and transaction costs, strengthening banking relationships and ensuring adherence to treasury SOPs and controls

Required Qualification & Key Competencies

Required Qualification

- B.com/M.com/MBA- Finance
- 2–5 years of experience in Treasury, Corporate Finance, Banking and Financial Management, preferably in a corporate environment.
- Good working knowledge of **MS Excel and financial modelling**; experience with Tally/ ERP/Finance systems would be an added advantage.

Key Competencies

- Treasury & Investment and Cash Flow Management, Insurance
- Negotiation & Banking Relationship Management
- Credit Rating process and requirements
- Financial Analysis & Modelling
- Problem-Solving & Decision-Making