

## **VICE PRESIDENT (FINANCE)**

**Reference Code** : HLL/HR/072/2025

**Job Title** : VICE PRESIDENT (FINANCE)

**Start Date** : 03.09.2025

**End Date** : 10.10.2025

### **Company**

HLL Lifecare Limited (HLL), India's leading manufacturers and marketers of contraceptive, Health Care and Pharma products is a Mini Ratna Central Public Sector Enterprise under the Ministry of Health and Family Welfare. HLL is a global leader in the area of contraceptives, hospital products and healthcare services. With 8 manufacturing units, 3 subsidiary / joint venture companies, 21 regional offices. HLL exports products to over 85 countries. Besides this, HLL is engaged in providing healthcare and diagnostic services, consultancy and contract services for healthcare infrastructure projects and consultancy services for procurement of medical equipment and devices in healthcare sector. Thus, HLL is positioned as a total healthcare solution provider catering to the well-being of society at large.

### **Department**

Finance Department, Corporate Head Office

### **Tasks**

- Vice President (Finance) will be responsible for the Finance and Accounts functions of the Company and will report to Director (Finance). VP will be a senior level person responsible for overall management of finance function which would include
- Preparation of Annual Budget, Strategic financial planning and Budgeting control
- Maintain day-to-day financial control of the Company
- Ensure that all finances are properly administered and monitored, including credit control
- Maintaining a cash management system for financial control and allocation.
- Analyzing financial results of all business operations
- Ensuring cost effectiveness of all operations of the Company.
- Accounting and Finance including costing, budgeting, controlling, taxation and overall profitability of the company.
- Setting up and reviewing F&A functions in emerging and existing business divisions.
- Effective implementation of all direct / indirect and other laws with respect to company's operations.
- Liaison with various external agencies such as, C&AG, Internal & Statutory auditors, cost auditor and Ministry for MOU target achievements & review.
- Prepare month/quarterly and annual accounts through SAP in time and ensure financial statements as per applicable accounting standards and policies of the company.
- Encourage Internal Financial control and financial discipline.
- Corporate Governance.

## **Requirements**

**Maximum Age** : 53 years as on 01.09.2025

**Scale of Pay** (For Regular appointment): Rs. 100000 – 260000/-

**Annual CTC**: Rs.29.44 Lakhs (Non-Metro) (approx.) at the minimum of the scale.

### **Qualification:**

Essential: CA or ICWA

### **Post Qualification Experience:**

Essential: Minimum 23 years of post-qualification experience in the Finance and Accounts functions in both manufacturing and service sectors, out of which atleast 5 years of cumulative experience at a senior level during the last 10 years heading the Corporate Finance / Corporate Accounts Division in an organization of repute. Candidates from CPSUs shall be holding posts in the scale of pay of Rs.90, 000 – 2,40,000 (Revised 2017 Scale) / Rs.36,600 – 62,000 (pre-revised 2007 scale). Candidates from State PSUs / private Sector shall be from Organizations where the annual turnover is Rs.1,000 Crores or more.

**No. of Positions** : 1

**Posting Location** : Thiruvananthapuram, Kerala

**Contract Type** : Executive – Permanent

### **Instructions for Filling the Job Application Form:**

1. Download the attached Word document containing the prescribed job application format.
2. Type all required information directly into the form and insert your recent photograph in the field given. *Handwritten applications will not be accepted.*
3. After completing the application form, **copy the filled-in application content into the body of the email** and **attach the completed form in PDF format** to the email
4. Save the completed form in **PDF format** using the following filename format: Application Your Name PositionAppliedFor.pdf (*Example: Application Anita Sharma DeputyManager.pdf*)
5. Email the duly filled and digitally signed application form in PDF format along with the following documents:
  - Curriculum Vitae (CV)
  - Community Certificate (if applicable)
  - Copies of all Educational and Experience Certificates
  - Latest Salary Slip

to [[recruiter@lifecarehll.com](mailto:recruiter@lifecarehll.com)] on or before the deadline.

6. Candidates submitting their applications via email must **mention the name of the post applied for in the subject line** of the email.

**General Conditions:**

1. Before applying, candidates should ensure that they fulfil all the eligibility criteria mentioned in the advertisement.
2. Applications not in the prescribed format **will not be considered** for selection process and no further communication will be sent separately.
3. Application Format can be downloaded from the website.
4. Job title and Reference code should be clearly mentioned in the Application form
5. All information submitted in the application will be verified with original documents at the time of the interview. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/her candidature is liable to be rejected/cancelled at any stage of the recruitment process.
6. Only Indian Nationals are eligible to apply.
7. SC/ST/OBC/PwD candidates will be eligible for relaxation as per Government of India directives.
8. The crucial date for determining the age limit shall be same as the cut of date for calculating Qualification & Post Qualification Experience of the candidates.
9. HLL reserves the right to cancel, restrict, or modify the selection process, or to not fill any or all of the posts notified, at its discretion. The number of vacancies may also be increased or decreased based on organizational requirements.
10. Candidates working in Government, Semi-Government Organizations, Public Sector Undertakings, or Autonomous Bodies must provide a No Objection Certificate (NOC) at the time of the interview.
11. The decision of Management regarding selection will be final.
12. Canvassing in any form will be a disqualification