



Corporate Consulting Specialist

TITLE: Corporate Consulting Specialist (Finance & Systems overview)
GRADE: NA
DURATION¹: One year (Renewable upon mutual agreement)
DUTY STATION: Gurgaon, India

Purpose of the role:

Reporting to the Chief Operating Officer (COO), the incumbent will collaborate with the Finance, Procurement, Administration, and IT departments. Initially, the role will focus on conducting a comprehensive financial and systems audit for ISA. The incumbent will assess the current systems and implement measures to ensure quality assurance, accuracy, reliability, and compliance with global financial and procurement standards, as well as evaluate the effectiveness of IT systems that support financial operations.

Key Responsibilities:

- **Systems Assessment:**
 - Review and evaluate the current finance, procurement, and IT systems, including vendor payment processes and reporting mechanisms, to identify inefficiencies, risks, and opportunities for enhancement.
 - **Financial Reporting:**
 - Analyse the existing financial reporting protocols, ensuring accuracy, compliance with global regulatory standards, and alignment with best practices.
 - **Procurement Systems Review:**
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- Assess current procurement processes, regulations, policies, and technologies to identify gaps and recommend improvements that optimize resource utilization and cost-effectiveness.
- **Best Practices Implementation:**
 - Research and propose world-class practices for finance and procurement systems, utilising industry benchmarks to enhance performance and reliability.
- **Process Improvement:**
 - Collaborate with cross-functional teams to design and implement improved processes and systems that streamline operations, enhance reporting capabilities, and support decision-making.
- **Vendor Management:**
 - Review vendor payment systems and assess the effectiveness of current vendor management practices, ensuring compliance and risk mitigation.
- **Training and Support:**
 - Provide training and ongoing support to finance and procurement teams on new systems and processes, fostering a culture of continuous improvement.
- **Documentation:**
 - Develop and maintain comprehensive documentation of processes, systems evaluations, and improvement initiatives to serve as a reference for future audits and training.

Qualifications:

- **Education:**
 - A qualified Chartered Accountant (CA/CPA) with a strong academic background in finance or accounting.
- **Experience:**
 - Minimum of 15 years of experience in financial management, auditing, and procurement systems assessment, preferably within the renewable sector
- **Technical Skills:**
 - Proficiency in accounting software and ERP systems; strong knowledge of financial reporting standards (IFRS/GAAP).
- **Analytical Skills:**
 - Excellent analytical and problem-solving skills, with the ability to assess complex systems and drive process improvements.
- **Communication Skills:**
 - Strong written and verbal communication skills, with the ability to present findings and recommendations clearly to stakeholders at all levels.

- **Project Management:**

- Proven experience in managing projects, with a strong attention to detail and the ability to meet deadlines.

What We Offer:

- Competitive salary and benefits package.
- A dynamic and collaborative work environment focused on innovation and excellence.
- The opportunity to make a significant impact on ISA's financial and procurement systems.

Application Process:

Interested candidates should submit their resumes and a cover letter detailing their relevant experience and interest in the role. Applications close: 05 September 2025 at 12 midnight IST

Please **apply** in confidence by emailing: careers.isa@talenttribeconsulting.com

Join us in driving excellence in financial and procurement systems!