# Finance Audit Specialist (P2)

**Location:** Gurugram, India

**Date of closing:** **20.09.2025**

**1. Job Purpose:**

The Finance Audit Specialist is a critical leadership role responsible for the overall financial management, reporting, and control functions of the International Solar Alliance (ISA). This position requires a highly skilled finance professional with experience in establishing robust financial audit systems, implementing world-class financial systems, and ensuring compliance with international accounting standards and relevant regulatory requirements. The Finance Audit Specialist will safeguard ISA's financial assets, provide strategic financial guidance to senior management, and contribute to the organization's mission of promoting solar energy deployment globally. This individual will be instrumental in building and maintaining the financial integrity and transparency of the ISA, thereby fostering trust among member countries and stakeholders.

**2. Key Responsibilities and Accountabilities:**

- **Financial Leadership and Strategy:**
    - Develop and implement the ISA's financial and Audit strategy in alignment with the organization's overall strategic objectives.
    - Provide strategic financial advice and guidance to the COO and or the Director-General on financial planning, resource allocation, and ISA’s Financial investment decisions.
    - Monitor financial performance against budgets and strategic plans, identifying and addressing potential risks and opportunities.
- **Financial Audit System Development & Implementation:**
    - **Establish a Comprehensive Audit Framework:** Design and implement a robust internal audit framework and policies aligned with international best practices (e.g., COSO framework, Institute of Internal Auditors standards).

- **Risk-Based Audit Planning:** Conduct regular risk assessments to identify key areas of financial risk and develop a risk-based audit plan that prioritizes high-risk areas.

- **Audit Execution and Reporting:** Conduct independent internal audits of financial transactions, processes, and systems to assess compliance with policies, procedures, and regulatory requirements. Prepare clear and concise audit reports with findings, recommendations, and action plans.

- **Follow-Up and Remediation:** Monitor the implementation of audit recommendations and track progress in addressing identified deficiencies.

- **Continuous Improvement:** Regularly review and update the internal audit framework and processes to ensure they remain effective and aligned with evolving business needs and regulatory requirements.

- **World-Class Financial Systems Implementation & Management:**

  - **Financial System Evaluation and Selection:** Lead the evaluation, selection, and implementation of an integrated, world-class financial management system (e.g., SAP, Oracle, Microsoft Dynamics) that meets ISA's current and future needs.

  - **System Configuration and Customization:** Work with IT and external consultants to configure and customize the financial system to align with ISA's specific requirements and accounting practices.

  - **Data Migration and Integration:** Oversee the migration of financial data from legacy systems to the new financial system, ensuring data accuracy and integrity. Integrate the financial system with other relevant systems (e.g., grants management, project management) to streamline processes and improve data visibility.

  - **System Training and Support:** Develop and deliver comprehensive training programs for finance staff and other users on the new financial system. Provide ongoing support and troubleshooting assistance.

- **System Maintenance and Upgrades:** Manage the ongoing maintenance and upgrades of the financial system, ensuring it remains secure, reliable, and up-to-date with the latest technology.

- **Treasury and Cash Management:**
  - Manage ISA's cash flow and investments, ensuring optimal liquidity and returns while minimizing risk.
  - Establish and maintain banking relationships, negotiating favorable terms and conditions.
  - Monitor foreign exchange exposures and implement hedging strategies as needed.
- **Compliance and Risk Management:**
  - Ensure compliance with all relevant laws, regulations, and accounting standards.
  - Develop and maintain internal controls to safeguard ISA's financial assets and prevent fraud.
  - Conduct regular risk assessments to identify and mitigate financial risks.

    Establish and maintain a robust system of internal controls to safeguard ISA’s assets and ensure the accuracy and reliability of financial reporting.

- **Financial Accounting and Reporting:**
  - Oversee (from an audit perspective) all aspects of financial accounting, including general ledger maintenance, accounts payable and receivable, and fixed asset management.
  - Ensure the accurate and timely preparation of financial statements in accordance with International Financial Reporting Standards (IFRS) or other relevant international accounting standards.
  - Prepare and present financial audit reports to the ISA Assembly, committees, and other stakeholders, providing clear and concise explanations of financial performance.
  - Manage the annual audit process, liaising with external auditors and ensuring the timely completion of audit recommendations.
- **Budgeting and Forecasting:**

  - Support the COO with the annual budgeting process, working collaboratively with departments to develop realistic and achievable budgets.
  - Develop and maintain financial forecasting models to project future financial performance and support strategic decision-making.
  - Monitor budget performance throughout the year, identifying and addressing variances and implementing corrective actions as needed.
- **Grants and Project Financial Management:**
  - Establish and maintain robust financial controls for grants and project funding, ensuring compliance with donor requirements.
  - Monitor project expenditures and ensure that funds are used for their intended purposes.
  - Prepare financial reports for donors and other funding agencies.
- **Team Management and Development:**
  - Lead, mentor, and develop a high-performing finance team, fostering a culture of collaboration, accountability, and continuous improvement.
  - Conduct performance evaluations, provide feedback, and identify opportunities for professional development.
  - Ensure that the finance team has the skills and resources needed to effectively perform their duties.
- **Stakeholder Relations**
  - Build and maintain effective relationships with relevant stakeholder groups, including (but not limited to) personnel responsible for Voluntary Contribution, donors, partners, and financial institutions.
  - As required and when directed, represent ISA in financial matters at international forums and conferences.

**3. Qualifications and Experience:**

- **Education:**
  - Master's degree in Accounting, Finance, Business Administration, or a related field is required.
  - Professional accounting certification is highly desirable.

- **Experience:**
  - Minimum of 10-15 years of progressive experience in a combination of auditing, finance and accounting roles, with at least 5-7 years in a senior management position (e.g., Controller, Head of Finance).
  - Demonstrated experience in establishing robust financial audit systems and implementing world-class financial systems (e.g., SAP, Oracle, Microsoft Dynamics).
  - Experience working in an international organization or multilateral development bank is highly desirable.
  - Strong knowledge of International Financial Reporting Standards (IFRS) or other relevant international accounting standards.
  - Experience managing grants and project funding from multiple donors.
  - Experience with developing and implementing internal controls.
- **Skills:**
  - **Technical Skills:**
    - Expert knowledge of financial accounting principles and practices.
    - Proficiency in using financial management systems (e.g., SAP, Oracle, Microsoft Dynamics).
    - Strong analytical and problem-solving skills.
    - Excellent budgeting and forecasting skills.
    - Knowledge of internal control frameworks (e.g., COSO).
  - **Leadership Skills:**
    - Strategic thinking and planning.
    - Strong leadership and team management skills.
    - Excellent communication and interpersonal skills.
    - Ability to influence and persuade at all levels of the organization.
    - Strong ethical standards and integrity.
  - **Other Skills:**
    - Excellent written and verbal communication skills in English.
    - Proficiency in other languages (e.g., French, Spanish) is an asset.

- Ability to work effectively in a multicultural environment.
- Strong attention to detail and accuracy.

**4. Core Competencies:**

- **Strategic Thinking:** Ability to think strategically and translate organizational goals into actionable financial plans.
- **Leadership:** Ability to inspire, motivate, and lead a high-performing finance team.
- **Communication:** Excellent written and verbal communication skills, with the ability to communicate complex financial information clearly and concisely.
- **Integrity:** Commitment to upholding the highest ethical standards and maintaining the confidentiality of sensitive information.
- **Results-Oriented:** Ability to deliver results in a fast-paced and demanding environment.
- **Problem-Solving:** Ability to identify and solve complex financial problems.

**5. Working Relationships:**

- **Internal:**
  - Director-General and senior management team
  - Finance team staff
  - Department heads and project managers
  - Internal auditors
- **External:**
  - External auditors
  - Banking and financial institutions
  - Donors and funding agencies
  - Government regulatory agencies

**6. Compensation and Benefits:**

- The ISA offers a competitive salary and benefits package commensurate with experience and qualifications.

  The ISA offers a competitive remuneration package (salary and benefits) guided by the UN Common System; the ISA aims to become an employer of choice. Consequently, ISA offers competitive salaries and benefits.

  At ISA, we value a diverse, inclusive workforce and provide equal employment opportunities for all our employees and applicants. We will consider all qualified applicants without regard to an individual’s race, colour, gender/gender expression/orientation, or religion.

The ISA seeks to obtain and retain staff that reflects its geographical representation and diversity, and primarily prefers and recruits staff from its member countries. The ISA maintains a retirement age of 65 years.

**7. Application Process:**

- Interested candidates should submit a resume and cover letter outlining their qualifications and experience to [Application Email Address or Portal].
- Further information on the recruitment process, the guidelines, etc, can be found under the weblink: https://isolaralliance.org/careersatisa/vacancies
- Applications close: 20 September 2025
- Please apply in confidence by emailing: careers.isa@talenttribeconsulting.com