

## Olive Technology Limited

POSITION: Finance Director (FD)

REPORTS TO: Executive Director (ED)

LOCATION: Hyderabad

SEND YOUR RESUMES TO – [vijay@olivetech.com](mailto:vijay@olivetech.com)

Mobile Number – 8008556372

### ABOUT OLIVE:

Olive Technology, Inc is a global IT services and technology consulting company with over 28 years of industry experience in Application Services, Enterprise Solutions and Digital Transformation Solutions across industries.

Olive Technology is headquartered in Colorado Springs, USA with a global delivery centre in Hyderabad, India serving clients worldwide with cutting edge technology solutions and delivering value with innovation and long term partnership. Olive Technology is founded on the belief that technology can change lives and transform the world. Since 1996, Olive Technology has been helping hundreds of organizations in achieving their vision through collaborative technology partnership, committed teams of highly skilled professionals, and mutual trust and respect.

**FUNCTION:** The FD has primary responsibility for all financial aspects of one of Olive Technology Projects being implemented in India. This Position calls for monitoring and due diligence of Projects submitted for funding includes budgeting, expenditure, project allocation, funds distribution, Funds generation and Management, and all other Statutory financial operations and reporting.

### POSITION RESPONSIBILITIES

1. Responsibility for financial budgeting, transfers, accounting, controls, reporting, and financial analysis.
2. Liaison between admin staff, Field team, stakeholders, and the ED on all Financial matters
3. Provide Financial Expertise for Funds resourcing, management and operations, including cross border funding as well as assistance to Projects on statutory and legal compliance.
4. Timely funds distribution, accounting, reporting, and analysis.
5. Review financial Budgets of all projects, make changes, modify, and approve before stakeholder decisions.
8. Meet regularly with the ED to coordinate grant activities and all other financial matters.
10. Keep current on important program issues by reviewing literature, networking with social and professional communities, and participating in relevant conferences.
11. Provide support, when requested, for all activities.
12. Model Christ-like servant-leadership in interacting with all stakeholders.

## **FUNCTIONAL JOB COMPETENCIES**

1. A people person, well connected and networked with ministry leaders in the region and beyond.
2. Finance, accounting, reporting and analytical skills and experience.
3. Good relational skills with a pleasant disposition as a peacemaker.
4. A heart for mentoring with a desire to coach and develop the capacity of the Admin staff, Field Team, and the Key Stakeholders.
5. Compliance with requirements and the ability to organize and keep track of details.
6. Ability and willingness to travel domestically and internationally for work. Expect travel for ten days per month.

## **JOB QUALIFICATIONS**

1. Has a personal ongoing relationship with Jesus Christ and a track record with verifiable Christian witness.
2. A Master's Degree in Finance is a must, and additionally Professional Accounting degree like CA, CS, CMA preferred.
3. Minimum 10 years work experience at a Supervisory level.
4. Must be very conversant with all statutory provisions for non-profits in India, such as taxation, Companies Act, GST, FEMA, FCRA, etc.
5. Good oral and written communication skills in English and one or more dominant regional languages.
6. Intermediate to expert functional computer skills in MS Office – Word, Excel, PowerPoint.