

Finance controller – Job Description

Upside AI is a tech-based investment management company. Upside AI was founded on the idea that technology will make better decisions over humans in the long run and is therefore building India's leading tech-first asset management platform.

In the two years since Upside AI has been live, we have delivered best in class returns for investors and grown our AUM to Rs 600 mn organically. We have raised a round of funding from marquee investors like Endiya Partners, Vijay Kedia (veteran public markets investor), Ajay Nanavati (ex-Chairman, Syndicate Bank) and Gopichand Katragadda (ex-CTO of Tata Group).

We are looking to expand the team and hire a Controller. If you are interested in the role, write to us at careers@upsideai.com

Job description

- Maintenance of general ledgers, accounts receivables and payables, BRS, and other reconciliations, including accounts payable and accounts receivable records and ageing reports
- Creating and monitoring business unit metrics and preparation of MIS reports for shareholders
- Prepare monthly, quarterly, annual finance reports and conduct financial/performance analysis, as required
- Prepare annual and quarterly budgets
- Payment of all statutory payments and taxes and timely filing of returns (income tax, TDS, GST, professional tax, stamp duty etc.)
- Processing vendor payments and fee receipts from clients
- Coordinate with banks, accounting, audit, secretarial and advisory firms
- Coordinate all financial and tax audits

The Successful Applicant

- 5-7 years of relevant work experience
- Educational qualification: B.Com (minimum) + CA/CS/MBA (preferable)
- Financial literacy, proficient in Microsoft Excel/Word, good communication skills (English and Hindi)
- Self-starter with attention-to-detail and ability to adapt in a dynamic work environment
- Passionate and enthusiastic to work in a fintech start-up and build it from the ground floor

Compensation

- Outstanding package and incentives