

Job Description	
Position	Financial Management
Designation	Sr. Consultant
Department	MAP_IT
Place	Bhopal
Job Code	FM02
Job Type	Contractual (2 Years)

Job Objective:

The objective of this job is to provide support to the Department in financial appraisal of e – governance projects. The job holder is also responsible for providing support to the matters related to PPP, contracts, vendor management and other related activities.

Primary Responsibilities

Financial Management & Appraisal

- Provide guidance to project teams on long-term financial viability and sustainability of e-Governance initiatives
- Review fund utilization and provide inputs to the department as well as State
- Appraisal of project reports for their financial viability and provide expert advice to ensure financial robustness of the projects

Contracts & Procurement

- Assist respective department in formulating procurement plans for e-Gov / IT projects
- Assist and provide guidelines to the department in developing contracts, DPR, As-Is study, RFP, LoI, Purchase Orders etc.
- Assist department in financial evaluations of external agency proposals related to implementation of various e – governance initiatives
- Assist Department in price negotiations related to IT goods/services procurement

Miscellaneous

- Liaison with various departments to ensure resolution of any financial / procurement matters concerning the State

In addition to above Primary Responsibilities the incumbent may be assigned any other task from time to time Head of Department/ Reporting Authority

Profile	
Essential Criteria	Desired Skills & Experience
<p>Qualification: Graduate in any discipline with CA (Inter) /CS (Inter) /ICWA (Inter) / equivalent OR MBA/ PG Diploma with specialization in Finance</p> <p>Experience:- Minimum 8 years of varied experience in financial management of IT/e-Governance projects and related procurement for goods and services</p>	<ul style="list-style-type: none"> - 3 years experience in Commercial Evaluations, Project Financing and Appraisal, Business Modelling, PPP and Risk Management of IT/ e-Governance projects. - Knowledge of Procurement/GFR rules is desirable. - Prior exposure to work with the government departments/functions/ e-Governance projects would be preferred