

Background:

The International Foundation for Crime Prevention and Victim Care (PCVC) was founded in 2001 in Chennai, Tamil Nadu. We create and extend support services for women and queer persons affected by domestic and interpersonal violence. PCVC is a rights-based organisation that strongly believes in a survivor-centric approach. Clients drive the process and make all decisions regarding their life with the full and unconditional support of a team of social workers, psychologists and welfare officers.

Over the years, the organization has evolved to provide both emergency support and long-term rehabilitative support and created a comprehensive model that takes women and queer individuals from a survivor to a thriver. Through our crisis intervention services, women and queer individuals have access to immediate information about interfacing with the police, devising safety plans, leaving abusive homes, negotiating with families, legal and medical referrals and specialized services for children. We are also building a robust prevention program with our outreach efforts in schools and colleges and other rural and urban communities on healthy and violence-free relationships; sexual harassment prevention and redressal in workspaces and public spaces; institutional and community programs that work on changing the attitudes and mindsets of people regarding gender and violence.

In order to implement the programme we have an annual budget of over 4 crores and this position will be leading the finance team.

Role: Lead - Finance and Compliance**Location: Chennai, Tamil Nadu****Required:**

- Specialisation in Finance Management
- Native fluency in English and Tamil

Preferred: Experience in non-profit sector**Responsibilities:****1. Ensuring Compliances:**

- a. Finance compliances as per existing laws of government of India.
- b. Compliances as per Foreign Currency Regulation Act (FCRA) for non-profits.
- c. Implementation of mandatory social security schemes like PF, taxation and audit.

d. Liaison with organisation's appointed auditor on regular basis

2. Finance Management:

a. Organisational budget

b. Programme and donor wise budget tracking and analysis

3. Management of accounting operations:

a. Accounting in tally

b. Outstanding and bank reconciliations

c. Invoicing and payments

d. Reviewing and setting up internal systems for smooth finance and programme operations.

4. Finance policies and systems - implementation and updation as per existing rules and laws.

5. Other requirements that arise from the nature of work and financial needs of the organisation.

Expected work experience: 7-8 years in similar role

Remuneration: 65000 INR- 70000 INR per month (negotiable with experience and skills)

Open to women and LGBTQIA+ applicants

Mail us your resume/CV at careers@pcvonline.org

You may visit <https://pcvonline.org> to know more about us and our work.