



A TATA Enterprise

JOB DESCRIPTION

BASIC INFORMATION			
Role Title:	Finance Business Partner – ITO & Sales	Business :	Corporate
Department:	Finance and Accounts	Age:	25 - 35
Grade:	M4/M5	Designation:	Dy. Manager/Manager

Qualifications	
Educational :	CA/ICWA
Professional :	Minimum 4 years of post-qualification experience (preferably in business partnering, bids, contracts, or commercial finance roles)

ORGANIZATIONAL RELATIONSHIPS		
Reporting Matrix:	Reporting:	Chief Financial Officer
Roles Reporting to this position:	Direct Reporting:	
	Indirect Reporting:	

ROLE
<p>The Finance Business Partner will act as a key liaison between Finance, ITO (Inquiry-to-Order), Sales, and SCM teams. The role ensures the financial viability of all inquiries before order conversion, safeguards profitability, and drives financial discipline across bids, contracts, and procurement.</p> <p>Bid / Proposal Finance & Risk Management</p> <ul style="list-style-type: none">• Develop and review financial models for bids and proposals.• Conduct risk assessments for new contracts and highlight potential exposures.• Define and advise on pricing strategies to ensure competitiveness and profitability.• Validate and monitor bid margins against benchmarks.• Manage tender bonds and guarantees in coordination with stakeholders.

- Act as the custodian of ITO KPIs (Bid Margin, Orders).

Supply Chain & Procurement Finance

- Partner with SCM teams to drive financial discipline in procurement.
- Conduct vendor financial evaluations to assess reliability and risk.
- Support decision-making through “make vs. buy” analyses.
- Validate material cost inputs in bid submissions.
- Track and monitor procurement savings initiatives.
- Ensure accurate inventory accounting and control in line with financial standards.

MEASURES

- Accuracy of bid margin validation and risk assessments.
- Timely and effective support in bid/proposal decision-making.
- Quality of financial evaluations for procurement and vendors.
- Achievement of targeted procurement savings.
- Compliance with financial and inventory control standards

ACCOUNTABILITIES

- Ensure all bids and proposals are financially viable and aligned with company profitability goals.
- Act as a strategic partner to Sales, ITO, and SCM in driving business outcomes.
- Support management in pricing strategies and contract negotiations.
- Drive transparency, compliance, and risk mitigation in all financial reviews.
- Provide timely financial insights and ensure decision-making is supported by robust analysis.

SKILLS

Behavioural Skills:

- Strong interpersonal and stakeholder management skills
- Strategic thinking with excellent analytical ability
- Ability to influence and collaborate across functions
- High integrity, accountability, and attention to detail

Functional Skills:

- Expertise in financial modelling, pricing, and risk assessment
- Knowledge of contract management, bids, and procurement finance
- Strong experience in vendor evaluation and inventory control
- Proficiency in ERP systems and MS Excel/financial tools

