

# BIHAR VIKAS MISSION

## Job Description



| 1. General Information  |   |
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| <b>Position Title:</b>  | <b>Finance Code Reforms Expert</b>              |
| <b>Reports to:</b>  | <b>Principal Secretary – Finance Department</b> |
| <b>Department:</b>  | <b>Bihar Vikas Mission</b>                      |
| <b>Job Code:</b>  |   |
| 2. Organization Chart   |   |
| <pre> graph TD     PS[Principal Secretary] --- FCRE[Finance Code Reforms Expert]             </pre>   |   |
| 3. Key Accountabilities   |   |
| <p><b>Strategizing and Expert Advisory</b></p> <ul style="list-style-type: none"> <li>• Provide technical inputs and support design of a strategic plan and roadmap for reforms in the Finance, Treasury and Service Code of the State of Bihar, in conjunction with relevant stakeholders in the Department (Principal Secretary, Secretaries etc.) and related functionaries</li> <li>• Contribute to the Department's work plan related to incremental improvements in the General Financial Rules of the State, through insightful analysis, modelling and innovative solutions</li> <li>• Conduct domain research and provide insights and perspective to ensure incorporation of best practices from the legislative and regulatory framework related to Finance from across different states and facilitate management decision-making</li> <li>• Provide required guidance to the Department in preparation and interpretation of financial and account rules and codes, interpretation or other questions of financial nature</li> <li>• Support the Department in required process and system reforms to ensure effective implementation of the strategic plan and its continuous monitoring, as required</li> <li>• Provide expert advice for development of proposals and plans for planning and implementation of initiatives for simplifying relevant rules, regulations, processes and procedures and transparent and for reducing the possibilities of litigation</li> <li>• Establish and build partnerships with important and relevant national level bodies and organizations like Ministry of Finance, Comptroller and Auditor General of India (CAG), auditing agencies and other leading private organizations to garner support for finance reforms in the State</li> </ul> |   |
| <p><b>Continuous Improvement</b></p> <ul style="list-style-type: none"> <li>• Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement</li> </ul>   |   |
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### Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

### Related Assignments

- Perform other related duties or assignments as and when required

### 4. Qualifications and Experience

#### Minimum

- Bachelor's degree or higher (full time) in any discipline
- Minimum 10 years of post-qualification experience in Finance domain

#### Preferred

- Less than 65 years of age as on 1st January 2020
- Experience of working in the Ministry of Finance / Office of Comptroller and Auditor General, Government of India / equivalent office in any State Governments with experience of working at the rank of Director General and above for IAAS or Principal Chief Controller of Accounts or above for ICAS or their equivalents at the state level

OR

- Experience in audit with proven track record of working with state / central government organisations / bilateral / multilateral organizations (such as IMF, World Bank, DFID, ADB etc.) in finance / audit

- Chartered Accountant (completed) from Institute of Chartered Accountants of India

OR

Cost & Management Accountant (previously known as Cost Accountant) (completed) from Institute of Cost Accountants of India (previously known as Institute of Cost & Works Accountants of India)

### 5. Knowledge and Other Skills

- Strong interpersonal and networking skills
- Experience of policy and process design, operations development and management in the domain of financial management
- Adept at the General Finance Rules of the Government of India, Indian Accounting Standards, Treasuries and Accounts Administration and broad understanding of the Rules of Executive Business
- Strong numerical and analytical skills
- Fluency in written and spoken English and Hindi