



Job Title: Manager, Treasury PetChem/Retail, Reliance Industries Limited

Location: Mumbai



Job Accountabilities

- Coordinate with Business Units/procurement teams for financing of payables
- Assist Team Lead in executing the discounting/financing transaction, including follow up with banks for quotes, preparation of bank instructions and timely conclusion of transactions
- Provide requisite support to Central Treasury for timely booking of forex rates on trade finance transactions and closure of accounting process
- Arranging confirmations of letter of credits with various banks
- Assist team lead/Deputy Treasurer in cash flow forecasting process
- Execution of fund transfers between Petchem/Retail pool accounts and payment accounts/site accounts
- Track and maintain MIS related to Trade finance activities.
- Support Process Excellence activities for the Business / Function, on an as-needed basis.

Skills Required (Knowledge and Skills)

- Analytical thinking
- Good communication and interpersonal skills.
- Good product knowledge of various FX/Derivatives/Investment products
- Proven ability to effectively prioritize work and manage deadlines
- Strong PC skills i.e. Word, Excel, Power Point
- Understanding of Petro-Chemicals/Retail business – product and service lines (Preferred)

Key Attributes (Experience and Qualifications)

- MBA / PGDM from a reputed university
- Good academic record (Under-graduation and Graduation)
- Candidates must have a sound understanding of economic theory and statistical/quantitative methods.