



Dakshin Foundation
www.dakshin.org

Opportunity with Dakshin Foundation

Position: Deputy Finance Manager

Number of vacancies: One

Duration: Long-term position (6 months probationary period)

Position details: We invite applications from suitable candidates for the position of Deputy Finance Manager at Dakshin Foundation. While this is a long-term position, we will initially offer a one-year contract to the successful candidate which will be renewed depending on performance.

Job Description:

The Deputy Finance Manager will act as the right-hand to the Finance Manager and work to strengthen financial systems and processes within the organization.

The primary responsibilities of this position will include, but not limited to:

1. Assist the Finance manager with institutional financial planning, budget tracking and internal and external financial reporting
2. Support the Finance Manager with coordination of the annual statutory audit and any donor due diligence / financial reporting process.
3. Ensure compliance with statutory requirements such as TDS, PF, ESI, PT, financial regulations as well as organizational fiscal policies.
4. Work closely with the Finance Manager to supervise and mentor the accounts team to ensure timely execution of their responsibilities and support the team to maintain high-quality standards.
5. Execute responsibilities such as the preparation of cash flow statements, maintaining the fixed asset register or handling daily accounting for specific project accounts, as may be assigned from time to time

Candidates must possess the following basic qualifications and skills:

1. Bachelor's or Master's degree in commerce (B.Com/M.Com/M.B.A) with a minimum of 15 years of relevant experience.
2. Clear understanding of NGO financial compliance and laws, including FCRA
3. Sound accounting knowledge and a passion for finance
4. Self-driven, eager to learn, and capable of working independently and with attention to detail within an agreed framework.
5. Good verbal, written, and analytical skills
6. Fluent in English with good communication skills
7. Computer literacy, including MS Office applications such as Word, Excel, etc
8. Experience and comfort with using Tally for accounting needs.

Remuneration: Remuneration will be commensurate with qualifications and work, in line with our internal policy. Candidates shortlisted for the interview will be given further details on the salary ranges to review.

How to apply: Please fill this [application form](#) in order to apply for this position.

Location: The position will be based out of the Dakshin Foundation office in Bangalore.

Note - This job is only for Indian nationals. We strongly encourage candidates who belong to historically socially disadvantaged and marginalised categories or communities to apply. If you belong to such a group, please feel free to indicate this to us. This information is entirely voluntary and confidential.

Last date to apply: 19th September 2025. The position will be filled as soon as a suitable candidate is identified; therefore, interested individuals are requested to apply immediately.

About us:

Dakshin Foundation is a non-profit, non-governmental organisation based at Bangalore, India, with a mission to inform and advocate conservation and natural resource management, while promoting and supporting sustainable livelihoods, social development and environmental justice. Please look at our website to learn about our intervention and research projects at www.dakshin.org.