



ASSISTANT FINANCE MANAGER

Finance, Audit, MIS & Compliance (Automobile Dealerships)

Company:	Cyepro Solutions Private Limited
Location:	Gachibowli, Hyderabad
Email:	Hr-admin@cyepro.com
Experience:	1-5 Years (Automobile dealership finance mandatory)
Qualification:	CA/CMA Semi-Qualified (Inter/CA-1/CA-2 cleared)

ABOUT CYEPRO SOLUTIONS

Cyepro Solutions is a growing tech product company building intelligent platforms across CRM, ERP, marketplaces, and last-mile delivery. We focus on innovation, AI-driven solutions, and delivering measurable business value through cloud-native platforms that solve real-world enterprise challenges in the automotive industry.

ROLE OVERVIEW

The Assistant Finance Manager will be responsible for end-to-end finance operations for automobile dealership showrooms, with mandatory ownership of core finance functions, along with internal & physical audits, MIS reporting, Power BI dashboards, and statutory compliance, ensuring strong financial governance and management visibility.

KEY RESPONSIBILITIES - FINANCE (MANDATORY)

- Own end-to-end finance and accounting operations for dealership showrooms
- Ensure accurate books of accounts, monthly closures, and financial discipline
- Prepare and review P&L, Balance Sheet, cash flow, and variance analysis
- Manage working capital, receivables, payables, and fund flow
- Coordinate with Finance Head/CFO on financial reporting and controls

AUDIT, MIS & ANALYTICS RESPONSIBILITIES

- Conduct physical audits of cash, vehicle inventory, spare parts, and fixed assets
- Perform internal audits to assess internal controls, SOP compliance, and risk gaps
- Prepare daily, weekly, and monthly MIS reports for management review
- Build and maintain Power BI dashboards for finance, sales, margins, expenses, and cash flow

COMPLIANCE & STATUTORY RESPONSIBILITIES

- Handle GST compliance including returns, reconciliations, and audit support
- Ensure compliance with Income Tax, TDS, PF, ESI, and other statutory regulations
- Support statutory audits, tax audits, and internal reviews with accurate documentation

KEY SKILLS & COMPETENCIES

- Strong hands-on experience in core finance & accounting (mandatory)
- Proficiency in Tally/ERP systems
- Solid exposure to internal audits and physical verification
- Strong command over MIS reporting and Power BI
- Excellent analytical, documentation, and stakeholder coordination skills
- Willingness to travel locally for showroom audits
- Automobile dealership finance experience is a strong advantage

QUALIFICATIONS & REQUIREMENTS

- CA Semi-Qualified/CMA Semi-Qualified (Inter/CA-1/CA-2 cleared)
- Core finance background is mandatory (accounts, reporting, controls)
- 1-5 years of experience in automobile dealership or multi-location finance
- Strong understanding of automotive dealership operations
- Excellent communication and interpersonal skills
- Detail-oriented with high level of accuracy
- Ability to work independently and manage multiple showroom locations

WHAT CYEPRO SOLUTIONS OFFERS

- Core finance ownership in multi-showroom automobile group
- High-visibility role reporting to senior finance leadership
- Structured growth path toward Finance Manager
- Performance-driven and learning-oriented environment
- Competitive compensation aligned with experience and responsibility
- Exposure to automotive industry and CRM technology
- Professional development opportunities

HOW TO APPLY

If you have strong finance background with automobile dealership experience and are ready to take ownership of finance operations, send your resume to:

Hr-admin@cyepro.com | 7661052052

Subject: Application for Assistant Finance Manager Position

Cyepro Solutions is an equal opportunity employer committed to creating an inclusive environment for all employees.

Cyepro Solutions Private Limited | Gachibowli, Hyderabad | www.cyepro.com