



REPCO HOME FINANCE LTD

(Promoted by REPCO Bank - Govt of India Enterprises)

Corporate Office: 3rd Floor, Alexander Square,

New No: 2(Old No 34&35) Sardar Patel Road, Guindy, Chennai - 600032

PH: 044 42106650 HRD PH: 9962235359,7823942864

Repco Home Finance Limited (RHFL) established in the year 2000, a housing finance company (HFCs), registered with National Housing Bank and regulated by Reserve Bank of India is inviting applications for **RECRUITMENT FOR CHARTERED ACCOUNTANT / COST AND MANAGEMENT ACCOUNTANT – SEPT 2026**.

Post Code: CHARTERED ACCOUNTANT / COST AND MANAGEMENT ACCOUNTANT

Position: ASSISTANT MANAGER / MANAGER for Accounts and Finance

Location: Corporate Office – Chennai

For Assistant Managers / Managers:

1. Qualified Chartered Accountants from Institute of Chartered Accountants of India preceded by 10+2 in regular classroom course.
2. Qualified Cost and Management Accountants from Institute of Cost Accountants of India preceded by 10+2 in regular classroom course.
3. Age not exceeding 35 years as on 01-09-2026 (relaxation generally up to 45 years of age can be considered based on commensurate, relevant prior experience for deserving cases based on Management discretion).
4. Minimum 2 years of relevant experience (experience in Corporate Finance/Fund Raising through Capital market Instruments like NCD, CP etc, Treasury and related areas) (for age not exceeding 35 years) in HFCs/ NBFCs/Banks/ Financial Institutions. For further age relaxation, commensurate additional experience would be required.
5. Fluency in English and working knowledge of Hindi is desirable
6. Candidates should be proficient in MS Excel and MS PowerPoint.
7. Early joiners (within 30 days) will be given preference.
8. For recruitment in all cadres, external candidates applying, having pending disciplinary action against them at the time of applying for the position or having been punished under disciplinary proceedings in last 5 years will not be considered eligible. All appointments are subject to satisfactory reference / background verification.
9. Candidates terminated by any previous employers are not eligible to apply.

Job Description:

1. Handling Corporate Finance, Fund Raising through Capital market Instruments like NCD, CP Etc.
2. Maintaining and overseeing treasury operations.

3. Anchoring NHB Audit, Statutory Audit of the Company.
4. Ensuring timely submissions of various reports/returns and data to various stakeholders, regulators and auditors.
5. Developing and maintaining Accounting policies, processes, procedure, system in line with best practices.
6. Support quarter end and year end book closure and publish timely financial statement with appropriate disclosure.
7. Responsible for statutory compliance including GST, TDS, Income tax etc.
8. Preparing management reports, as and when required.
9. Co-coordinating with branches/other departments/ external agencies for accounting /reconciliations.

Key Competencies Required

- Strong written and verbal communication skills, with the ability to simplify complex financial concepts.
- Strong interpersonal skills and the ability to engage confidently with senior executives and external stakeholders.
- High attention to detail, organizational skills, and the ability to work under tight deadlines.

Pay & Perquisites: Based on Current CTC + Attractive incentives.

PROBATION: 1 year

How to Apply:

Eligible candidates are requested to apply only as per the enclosed bio-data format (along with NOC if applicable and with detailed CV). Applications shall be sent by email/post/courier. Applications sent without the Bio Data format will not be considered.

Applications in a sealed envelope super-scribing the **“Application for RECRUITMENT FOR CHARTERED ACCOUNTANT / COST AND MANAGEMENT ACCOUNTANT – Sept 2026** shall be forwarded to the address as given below to reach the addressee on or before 5 pm on SEPT 30th, 2026:

By Post/ Courier to:

The GM (HR)
Repco Home Finance Limited
3rd Floor, Alexander Square
New No. 2/Old No. 34 & 35
Sardar Patel Road, Guindy
Chennai- 600 032.

Contact Number: 99622 35359

By mail to:

recruitment@repcohome.com
(With scanned Bio Data format and detailed CV)

Applications received after due date and without prescribed Bio Data format will not be considered.

The shortlisting will be done as per the prescribed criteria and as per management discretion depending upon the number of applications received. The shortlisted candidates shall be called for further selection process subsequently. The date & venue & mode of the same will be communicated to the shortlisted candidates individually in due course. The Company reserves the right to accept/reject any/all applications and/ or modify any of the eligibility conditions without assigning any reason or even abandon the recruitment process. The Company also reserves the right to offer suitable cadre/emoluments to candidates as per its own discretion depending on profile, past experience and performance in the selection process etc. No further communication/ correspondence in this regard after submission of application will be entertained. Bringing external influence will lead to disqualification.

For eligible candidates of Repco Group of Companies, NOC from the Competent Authority has to be obtained before applying for the above position.
