

E-5574477



GOODS AND SERVICES TAX NETWORK
(A Government Enterprise)

4th Floor, Worldmark 1, East Wing, Asset 11,
Hospitality District, Aerocity, New Delhi-110037
Tel : 011-49111200, Fax : 011-49111210
Email : info@gstn.org.in, Website : www.gstn.org.in
CIN : U72200DL2013GOI249988

No. GSTN/HR/2026/02/SVP (Finance)Hiring

Date 30.04.2026

To

ACS,GTAD ✓

Finance

मुख्य सचिव

Chief Secretary of Bihar,

New Secretariat, Vikas Bhavan, Patna-800015

06 MAY 2026

Sub: Request for sponsoring eligible and willing Officers for appointment as Senior Vice President (Finance) in the Goods and Services Tax Network (GSTN), New Delhi on deputation basis.

Chief Secretary, Bihar
Sir/Madam,

55(1)

The Goods and Services Tax Network (GSTN) intends to fill up the position of Senior Vice President (Finance) on deputation basis from amongst eligible and willing Officers of the Government of India/State Governments.

2. For the position of Senior Vice President (Finance), GSTN officers working at level 13 and officers with five years experience at Level 12 are eligible to apply. The detailed Eligibility, Experience, Pay Scale and Perks attached to the above position is enclosed as **Annexure**. The details may also be viewed at <https://gstn.org.in/gstn-openings>.

3. I would request you to please forward the names of eligible and willing officers possessing relevant experience for consideration for the above position, along with the attested copies of their last 5 years' APARs/ACRs and Vigilance Clearance to us at the earliest, and positively by 8th June, 2026.

Yours Sincerely,

Encl: As above.

Alok Kumar
(Alok Kumar)

Executive Vice President (Services)



श्री 20/12
12/5/26

3153/40-01
12.05.2026

मुख्य सचिव कार्यालय
आथी सं. 663
दिनांक 08-05-2026



GOODS AND SERVICES TAX NETWORK
[A Government Enterprises]

Corporate Office: East Wing, 4th Floor, World Mark-1, Aerocity, New Delhi – 110037
Tel: 011-49111200 Website: www.gstn.org.in

Date: 30.04.2026

GSTN invites applications from eligible Serving Government Officers from Central/State Government for 01 position of Senior Vice President (Finance) on deputation or on from open market. Details of Pay Scale, Essential Qualification and Experience, Perks etc. attached to the post for deputationist and from open market are as under:

Sr. No.	Name of the post	Pay scale	Essential Qualification and Experience	Perks
1.	Senior Vice President (Finance)	Level 13 of Central Govt. Pay Matrix & allowances as decided by the Board	<p>On Deputation: Holding analogous post at Level 13 on regular basis in parent department; or Having five year' experience in Level 12 on regular basis in the parent cadre or department AND Overall, 13 years of service at Group 'A' level in Government. Desirable:- Possessing 05 years or more of experience in Finance and Administration. A CA or ICWA would be preferable but not mandatory.</p> <p>For Candidate from open Market: Minimum work experience of 15-18 years in an organization specializing in large-scale IT transaction processing on financial services/government sector serving large cross-section of retail and business users, of which at least 5 (five) years should have been spent as part of the top management team.</p> <p>Experience of heading the Finance of an organization (company, Society or trust).</p> <p>Experience of managing a multi-stakeholder driven organization and a demonstrated ability to both lead and build the capabilities of a driven, bright and diverse team.</p> <p>Ability to think strategically, anticipate future consequences and trends and incorporate them into the organization plan.</p> <p>High level of business acumen, including successful P&L management and the ability to balance the delivery of the programs within the approved budget. Capacity for managing and leading people: A team builder who has experience in scaling up organization, has the ability to connect staff both on an individual level in large groups.</p>	<p>On Deputation: HRA: Rs 85000/- Other perks: Company Car, Medical Insurance, Children Education Allowance etc. (as per GSTN rules)</p> <p>For Candidate from open Market: As per GSTN Policy.</p>

Age Limit: The maximum age-limit for appointment by deputation shall not exceeding fifty-six and for appointment from the market shall be not exceeding Forty-five years as on the closing date of receipt of application i.e. 08th June, 2026.

Interested eligible Government Officers may apply through proper channel, in prescribed format, to:

OSD (HR)
Goods & Services Tax Network
East Wing, 4th Floor, Worldmark-1,
Aerocity, New Delhi – 110037.

The application should be forwarded along with Integrity Certificate, DE/Vigilance clearance certificate, details of major/minor penalty in last 10 years, if any, and attested copy of ACR/APAR of last five years for deputationists.

A soft copy of the application may also be emailed to careers@gstn.org.in

Role	Senior Vice President (Finance)
Reporting to	Executive Vice President
Function	Finance
Grade	G3
Experience	For Deputation: Minimum 13 years in Group 'A' Service.
	For Open Market: 15 – 18 Years

Role Description:

To lead the Finance Division and be responsible for overseeing the financial resource management for GSTN.

The role holder would also be responsible for overseeing the compliance with all statutory and policy requirements; continuously monitoring, reporting on all aspects of financial management and accounting and providing inputs for financial decisions related to organization's short- and long-term strategy.

Key Responsibilities:

Strategy Design and Implementation

- ▶ Formulate financial objectives of GSTN and lead the annual financial planning process, in coordination with all other departments.
- ▶ Ensure the creation of systems and processes relating to accounts payable, creation of book of accounts, balance sheet, P & L, and other financial statements, in line with the latest accounting practices.
- ▶ Provide inputs for the budget of Finance division during internal budgeting exercise.

Governance and Compliance

- ▶ Identify laws, compliances and governance mechanisms to be followed by GSTN as detailed by the Government, Ministry of Finance and as per defined internal guidelines.
- ▶ Ensure effective and timely adherence to the identified laws, compliances and governance mechanisms.
- ▶ Liaison with Internal and Statutory Auditors to ensure conduct of the Statutory Audit process as per the defined schedules and timelines.

Funding, Budgeting and Cost Control

- ▶ Estimate GSTN's budget requirement based on short- and long-term plans.
- ▶ Ensure arrangement of funds for smooth operation of GSTN through Government sanctions, in coordination with the Ministry of Finance.

Identify alternate areas from where funds can be obtained and prepare a roadmap for creating GSTN as a self-sustainable organization (in consultation with the CEO and all Functional Heads).

- ▶ Support the Chairman and CEO in evaluation of investment strategies for GSTN and build a business case around the same to seek approval from the Board.
- ▶ Finalize department wise budgets in line with the annual financial planning process through close coordination with Functional Heads.
- ▶ Monitor monthly cash flows and ensure adherence to budgets.
- ▶ Supervise cost analysis initiatives and suggest cost control measures.
- ▶ Highlight areas of cost overrun to all Functional Heads.
- ▶ Appraise & review the Expenditure Proposals and RFPs from financial standpoint.

Finance Operations

- ▶ Supervise the finance team and oversee timely preparation of financial statements, balance sheets, Financial Statement, payables and receivables, and other financial reports as per accounting standards.
- ▶ Ensure availability of effective working capital to meet GSTN's requirements and monitor cash flow management.
- ▶ Oversee efficient management and optimum utilization of company's financial resources.
- ▶ Minimize receivables by ensuring timely deposition of customer cheques.
- ▶ Provide relevant inputs to Procurement and Contracts team as and when required.

Payroll

- ▶ Supervise the accounting of all employees related expenses such as processing of salary, reimbursements, full and final settlements etc. while ensuring statutory compliance with respect to Employee TDS, Salary, Form 16, etc.
- ▶ Ensure timely processing of vendor and contractor payments pertinent to payroll.

Direct/ Indirect Taxation

- ▶ Provide for most effective tax planning and ensuring timely assessment and filing of direct and indirect tax returns.
- ▶ Articulate effective tax planning measures for payment of optimum amount of tax in accordance with law.

People Development

- ▶ Take an active role in recruitment of incumbents into own team.
- ▶ Conduct formal performance appraisal and provide developmental feedback for own team.

Identify training needs of subordinates and provide functional training inputs through internal and external sources.

Others

Ensure timely preparation of MIS and Status Updates for circulation to Top Management and other authorities as may be required.

- ▶ Participate in the selection of outsourced vendors.
- ▶ Provide inputs during the procurement process for all technology and other items.

Key Interfaces:

External:	Internal:
<ul style="list-style-type: none"> ▶ Vendors/ Service Providers/ Consultants ▶ Ministry of Finance ▶ Auditors ▶ Banks/ Financial Institutions 	<ul style="list-style-type: none"> ▶ Leadership Team ▶ All internal departments

Eligibility Criteria and Age Limit:

1. For Government Servants on Deputation:

Essential:

(i)(a) holding analogous posts at level 13 on regular basis in the parent cadre or department; or

(b) having five years' experience in Level 12 on regular basis in the parent cadre or department.

AND

(ii) Overall 13 years of service at Group 'A' level in Government.

Desirable:

Possessing 5 years or more of experience in Finance and Administration. A CA or ICWA would be preferable but not mandatory.

Note: The Maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.

2. For Candidates from Open Market:

Essential:

- Candidates with MBA (Finance) from reputed institutions/CA with 15-18 years of experience in large companies.
- For candidates from the private sector: Minimum work experience of 15-18 years in an organisation specializing in large-scale IT transaction processing in financial services/government sector serving large cross-section of retail and business

users, of which at least 5 (five) years should have been spent as part of the top management team.

- Experience of heading the Finance of an organization (company, society or trust).
- Experience of managing a multi-stakeholder driven organization and a demonstrated ability to both lead and build the capabilities of a driven, bright and diverse team.
- Ability to think strategically, anticipate future consequences and trends and incorporate them into the organization plan.
- High level of business acumen, including successful P&L management and the ability to balance the delivery of the programs within the approved budget.
- Capacity for managing and leading people: A team builder who has experience in scaling up organization, has the ability to connect staff both on an individual level and in large groups.

Note:

- ***Engagement with GSTN would be on tenure basis. The tenure would be of 4 Years. GSTN allows multiple tenure based on the performance.***
- The Maximum age-limit for appointment from the market shall be not exceeding Forty-five years as on the closing date of receipt of applications.

Pay and Allowances:

1. **For Government Servants on Deputation:** The pay scale of the selected Officer will be fixed in Level 13 of Central Govt. Pay Matrix plus admissible DA. The Allowances will be as per GSTN's policies including HRA: Rs 85,000/-, IT & Professional Allowance of 45% of Basic Pay + DA etc., other perks: Company Car, Medical Insurance and other allowances as per GSTN rules.
2. **For Candidates from Open Market:** As per GSTN Policy.

Note:

GSTN is not an eligible office under the General Pool Accommodation of the Directorate of Estates, Government of India.

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