



Position	Cost Control Accountant
Report to	Finance Manager
Location	Kilimani, Nairobi
Budget per Month	40,000 - 60,000
Application email	recruitment@coremaestro.co.ke

Overview.

Core Maestro Management is recruiting for an Accountant on behalf of our client a Nairobi's premier rooftop bar and restaurant at the heart of Kilimani. They offer a stylish and sophisticated atmosphere with stunning panoramic views of the city.

The ideal candidate will be responsible for Purchasing, Stock Control, providing financial reports and interpreting financial information to The Board & Finance Manager while recommending further courses of action.

Also, to assist the Finance and Operational Departments in the monitoring, reporting and controlling of Cost of Sales in the restaurant, including audit and control, financial analysis and reporting, budgeting, and forecasting.

Key Responsibilities:

- Conduct daily physical bar stock take, input the data in ERP system, compare with sales and share a system generated report indicating all variances if any.
- Conduct a weekly stock take and share all variances.
- Monitor all breakages in the breakages bin and take daily corrective action.
- Prepare business activity reports, financial statements, and forecasts.
- Make sure financial legal requirements are met.
- Developing daily financial reporting systems and sharing reports for the same.
- Find ways to reduce or maintain costs by studying financial reports and business processes.
- Analyze market trends to discover business opportunities and maximize profits.
- Maintain up to date financial system knowledge.
- Carry out other tasks as required by Management Provide financial reports and interpret financial information to managerial staff while recommending further courses of action.



- Advise on investment activities and provide strategies that the company should take to Maintain the financial health of the organization.
- Analyze costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans.
- Develop trends and projections for the restaurant's finances.
- Conduct reviews and evaluations for cost-reduction opportunities.
- Manage the preparation of the company's budget.
- Liaise with auditors to ensure appropriate monitoring of company finances is maintained.
- Pay careful attention to the operating budgets of the department to ensure that costs are managed.
- Other stock control duties
- Any other duties assigned by the department head.

Qualifications:

- BS/MA degree in Finance, Accounting or Economics
- Professional qualifications such as CFA/CPA or similar.
- A minimum of three years' experience in a similar position at a comparable operation.
- **Previous experience in a similar position in 4/5-star hotel/ high-end restaurant/lounge is a must.**
- Extensive understanding of financial trends both within the company and general market patterns
- Proficient user of finance software
- Strong interpersonal, communication and presentation skills
- Able to manage, guide and lead employees to ensure appropriate financial processes are being used
- A solid understanding of financial statistics and accounting principles
- Working knowledge of all statutory legislation and regulations

Application instructions.

If you meet these qualifications and this looks like your perfect role, send your application to recruitment@coremaestro.co.ke Subject: Cost control Accountant - (years of experience)