



# SERENA HOTELS

UGANDA

## **COST ACCOUNTANT – KAMPALA SERENA HOTEL -UGANDA**

Tourism Promotion Services (TPS), Serena Hotels is a collection of 22 up-market hotels, safari lodges, camps and resorts within 7 Countries in the Eastern Africa region (Kenya, Tanzania, Zanzibar, Mozambique, Uganda, Rwanda, DR Congo).

We are renowned for our presence in magical locations and have the highest reputation for standards and service. We at Serena recognize that human resources are our most important asset, and significant resources are allocated annually towards staff development.

We are currently seeking qualified individuals for the position of **Cost Accountant – Kampala Serena Hotel, Uganda** whose responsibilities will be as outlined below:-

### **Key Role**

The Cost Accountant is responsible for monitoring and analyzing the financial performance of the hotel, identifying areas for cost reduction and efficiency improvement, and ensuring adherence to budgetary guidelines.

### **Responsibilities**

- Invoice control by verifying whether all invoices have been good matched and value matched and endorsing the same for payment.
- Identify opportunities for cost optimization, revenue enhancement, and profitability.
- Conduct regular analysis of financial data to assess the Unit's performance and analyze variances against budgeted amounts and previous periods to identify trends and areas for improvement.
- Implement and maintain cost control measures to ensure that expenses are managed effectively while maintaining quality standards.
- Assist in the development of annual budgets and financial forecasts in collaboration with department heads and senior management.
- Oversee inventory control processes, including monitoring stock levels, conducting inventory counts, and reconciling discrepancies.
- Allocate costs to various departments and cost centers accurately to facilitate decision-making and performance evaluation.
- Ensure compliance with accounting principles, internal controls, and regulatory requirements.



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**Minimum Qualifications:**

- A Minimum of a Degree in Accounting Field from a recognized institution.
- CPA Part 2

**Experience:**

- Proven experience of three (03) years in relevant field preferably in a five star Hotel setting.
- Proficiency in SUN and MC will be an added advantage.

**Competencies:**

- Deep understanding of financial principles, including budgeting, forecasting, cost analysis and financial reporting.
- Proficiency in implementing and maintaining cost control measures without compromising quality or guest satisfaction.
- Attention to detail and strong analytical skills.
- Effective communication skills
- Strategic thinking
- Strong problem-solving skills
- Team leadership skills
- Adaptability to changing circumstances and respond effectively.
- Ethical Conduct and integrity
- Proficiency in using financial software, spreadsheets, and inventory management systems.

**Mode of Application:**

Application letters together with photocopies of relevant academic documents, professional qualifications and copy of the National ID should be submitted to the Human Resources Manager via [jobvacancy.kampala@serenahotels.com](mailto:jobvacancy.kampala@serenahotels.com) not later than 25<sup>th</sup> March 2024.

Note that **ONLY** shortlisted candidates will be contacted.