



Coastal Road, Belle Mare, Republic of Mauritius
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CAREER OPPORTUNITY

COST CONTROLLER (Reference: SITL/CC/2024)

SIT Leisure Limited (“SITL”), a wholly-owned subsidiary of the Sugar Investment Trust (“SIT”), is the owner of a water-themed attraction park, situated at Belle Mare (Splash n Fun Leisure Park).

Applications are invited from high calibre, enthusiastic, talented and dynamic professional for the post of Cost Controller for the Splash n Fun Leisure Park at Belle Mare.

A. GENERAL DESCRIPTION

The Cost Controller will be reporting to the Accountant and will be responsible for stock control and conducting inventory of goods and preparing reports.

B. QUALIFICATIONS

A holder of a Higher School Certificate with a pass in Accounting.

C. CANDIDATE PROFILE

- (i) reckon at least two (2) years’ working experience in cost control and inventory;
- (ii) possess both strong and effective oral and written communication as well as presentation/negotiation skills;
- (iii) be trustworthy and able to adopt a multi-disciplinary approach to problem-solving;
- (iv) be versatile and adaptable to different work situations and conditions;
- (v) have a high degree of professional ethics, integrity and confidentiality;
- (vi) demonstrate sound knowledge of operational, procurement and bidding procedures and regulations; and
- (vii) be computer literate.

D. JOB SPECIFICATION:

1. Supervise Storekeeper/s and Receiving Clerk/s;
2. Ensure the security of all stores, including proper restrictions on the issue of keys and general access;
3. Ensure that all incoming goods are received via the Receiving Area, with deliveries properly checked against purchase orders and market lists;
4. Inspect and test goods whenever deemed necessary, especially with regard to food and beverage items;
5. Record and verify all food and beverage invoices on daily basis for price deviation, total and unit prices which should conform to the approved market prices;
6. Ensure that accumulated daily invoices agree to amounts transferred to Finance Department;
7. Make regular spot checks and inspections of storerooms, receiving area, and all outlets;
8. Check duty invoices to ensure that correct duty has been applied;
9. Ensure that proper records are kept of inventory receipts, issues, returns and transfers and proper authorization thereof;
10. Monitor and investigate spoilage and recommend appropriate actions to reduce spoilage;
11. Co-ordinate with F&B Officer and Head of Operations for performing recipe costing and recommended retail prices for food and beverage items;
12. Conduct monthly costing and ensure prompt submission of all month-end reports within deadlines;
13. Conduct and co-ordinate monthly stock takes of outlets and storerooms;
14. Conduct and co-ordinate regular stock takes of operating equipment; and
15. Conduct market price surveys in conjunction with the F&B Officer and Head of Operation.

E. MODE OF APPLICATION

Candidates should send their applications duly accompanied by photocopies of their certificates/references and Curriculum Vitae by registered post not later than **Tuesday 11th June 2024 by 16:30hrs** to the Team Leader - HR/Admin, Sugar Investment Trust, Ground Floor, NG Tower, Ebène, 72201.

Envelopes should be clearly marked with the respective post applied on the top left corner.

Notes:

- Candidates may be requested to submit a Certificate of Character;
- Salary in respect of the above-mentioned posts will be negotiable;
- Late applications and applications sent by email will not be considered;
- Only the best candidates will be called for an interview; and
- SIT Leisure Limited reserves the right not to make any appointment following this advertisement.

Date: 10th May 2024