

Inventory and Cost Accountant

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Company: Recruitment Matters

Location: Ndola

Category: other-general

Overview

Our client, a leading FMCG manufacturer, is looking for an Inventory and Cost Accountant to join their team **Duties and responsibilities include but are not subject to:**

• Design and implement an inventory tracking system to optimize inventory control procedures

• Conducting monthly inventory counts

• Performing spot check counts / cycle counts

• Daily mass balance of all bulk materials and finished goods

• Daily tracking of all production orders to ensure that all orders are closed in good time

• Processing all the inventory adjustments in SAP

• Examine the levels of supplies and raw material to determine shortages.

• Document daily deliveries and shipments to update inventory.

• Prepare detailed reports on inventory operations, stock levels, • Perform daily analysis to predict potential inventory problems.

• Understand the Production cost process and BOM

• Work closely with the Stores staff and review processes/controls

• Reviews stock in multiple locations

• Prepare ad-hoc reports on plant performance as required by the Chief Financial Officer.

• Analyze plant operating costs in detail.

• Ensure all month end activities are performed before the costing run and month end close.

• Preparation and analysis of Monthly management accounts.

• FX Exposure Reporting - Responsible for the preparation, analysis and submission of

the Weekly FX Exposure report sent to the group.

- Preparation and analysis of the weekly Position report.
- Financial Statements
- Budget Reports
- Executive Summary **Skills** Team Player

Honest

Confidentiality

Analytical Skills

Negotiation Skills

Communication Skills **Qualifications** Education: ACCA II / CIMA II / ZICA or CA

Level 2 / Accounting Degree

Has relevant working knowledge and experience with SAP

4-5 years work relevant experience

Good with Internal Controls

Manufacturing experience will be an added advantage

Inventory and Costing experience

Ability to multi-task

Must be a registered member of the Zambia Institute of Chartered Accountants.

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