

Job Title: Cost Accountant

Department: Finance

Reports To: Finance Business Partner – Operations

Job Purpose:

The Cost Accountant will support the Finance Business Partner – Operations in providing timely and accurate cost and stock-related insights across all operational departments. This role focuses on cost monitoring, variance analysis, and inventory accountability to enable data-driven decisions for operations

Key Responsibilities:

1. Cost Monitoring & Analysis

- Support in maintaining and reviewing standard cost models.
- Prepare cost variance analysis reports for key cost centers in operations
- Assist in margin analysis and provide insights into cost drivers and operational inefficiencies.
- Track key cost elements including fuel, distribution, repairs, and utilities to aid in departmental performance.

2. Inventory & Stock Accounting

- Monitor material usage across all stores, ensuring proper costing and accountability.
- Assist in planning and executing periodic and annual stock takes; reconcile physical and system balances.
- Identify stock variances and work with relevant departments to investigate and resolve discrepancies.
- Stock movement controls and stock aging analysis.

3. Operational Support & Reporting

- Prepare monthly cost and stock movement reports
- Support budgeting and forecasting by analyzing cost trends across operational departments.
- Liaise with departments (Production, Quality, Engineering, Transport, Stores) to align financial data with operational realities.
- Monitor transport and distribution costs, providing insights for optimization.

4. Controls & Compliance

- Ensure inventory and cost accounting practices comply with internal controls and IFRS.
- Support audit processes with clear and accurate records.
- Promote process improvements in stock handling, reporting, and cost capture.

Qualifications & Experience:

- Bachelor's degree in accounting, Finance, or related field
- CPA, ACCA Level 2 or CIMA qualification is an added advantage
- 3–5 years of experience in cost and inventory accounting, preferably in manufacturing/FMCG
- Proficiency in Excel and SAP

Key Competencies:

- Strong analytical and reporting skills
- Attention to detail and process orientation
- Good understanding of manufacturing and inventory operations
- Collaborative, with ability to work across multiple departments
- Ability to interpret numbers into actionable operational insights

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