

KISWOK INDUSTRIES PVT. LTD

POST CREATED – COST ACCOUNTANT (COST AUDITOR)

QUALIFICATION – CMA

EXPERIANCES – MINIMUM 5 YEARS IN A MANUFACTURING INDUSTRY

REMUNERATION – AS PER COMPANY NORMS

REPORTING TO – MANAGING DIRECTOR

Responsibilities will be expected to be developed and finalised over time and will include but will not be restricted to:

- **Ensure costs of services are accurate and up to date, reflect the latest practices; updating costs as required**
 - **Planning, study and analysis of cost structures within the company**
 - **Work across departments and directorates throughout our company to gather costing intelligence through interviews, reporting, and systems**
 - **Construct, develop and maintain data accumulation systems for cost accounting**
 - **Create and review controls for data accumulation and reporting systems**
 - **Prepare monthly, quarterly and annual KPI reports**
 - **Preparation of briefing notes for the Managing Director outlining methodologies and assumptions used in costing practices**
 - **Work with the head of Departments in, the group, and the financial analyst to implement and apply cost accounting policies and procedures as they are derived**
 - **Perform ad hoc service/department/directorate cost analysis to support the operations**
 - **Report on margins by service and value streams • Complete monthly cost variance analysis**
 - **Prepare monthly reports as required by the Managing Director**
 - **Create, implement and monitor the costs for new items**
- *Carry out Cost audit and investigation on costs to improve performance and support new opportunities**
- **Assist service review processes with cost intelligence**

- **Provide information to support key strategic decisions and provide advice and guidance on the implications of business decisions**
- **Report on all areas of actual or potential cross-subsidy**
- **Ensure that the costing system supports the taxation matter for cost sharing group**
- **Liaise with senior staff to ensure efficiency and best use of resources**
- **Develop trusted working relationships by meeting with key stakeholders at our company offices across the units and sharing business intelligence**
- **Meet with colleagues across the organisation to ensure that they understand the principals of costing and the delivery of value and economies of scale**
- **Design and deliver cost presentations for both internal and external use**
- **Assist with transfer costing rates for intercompany accounts, specifically focused on overhead allocation**
- **Report on breakeven and constraint points for services and project delivery**
- **Develop the unit costing system.**