

# VACANCY

## NABI/KCL OILFIELD CONSTRUCTION SERVICES GUYANA JV CONSTRUCTION EMPLOYMENT OPPORTUNITY

*The following position is currently vacant.*

### Cost Controller

#### Job Description:

The cost controller shall monitor the financial progress of the Project, comparing budget amounts to actual expenses as an accounting function that shall provide management with an accurate status of Project financial position and to adjust project costs while work is still in progress. The aim is to track budgets, commitments, expenditures, and forecasts, and to assist in the preparation and review of cost estimates and schedules across the Building Program.

#### Responsibilities:

- Develop, monitor, and maintain cost / expenditure schedules.
- Review invoices from suppliers and compare to agreed contractual rates before submission to Accounts Department.
- Classifying costs by type and assign project cost codes for financial tracking.
- Identify and report cost variances to approved budget.
- Assist with the review of creditors reconciliations for payments and identify area of overspend.
- Assist with ensuring compliance with local tax legislation and authorities.
- Assist with managing change events that may impact the budget.
- Assist Commercial Manager with Monthly Cost Value Reporting
- Perform any other finance functions and related jobs assigned from time to time by Management.

#### Qualifications & Skills:

- Minimum qualification: Completion of Certified Accounting Technician (CAT)
- Economics and Accounting — Knowledge of economic and accounting principles and practices and the analysis and reporting of financial data.
- High level of computer proficiency – MS Excel & Fluency of numbers and database management (Procore)
- Knowledge and / or experience working within the Construction Sector.
- Creative thinking skills & ability to solve problems (independently), must be honest, ethical and have strong integrity.
- Analytical thinking skills.

Interested Persons can apply to: [recruitment@nabi-kcl.com](mailto:recruitment@nabi-kcl.com)  
NABI/KCL Oilfield Construction Services Guyana (JV)  
63 Brickdam, Stabroek  
Georgetown,

**Closing Date for Application is November 30<sup>th</sup> 2021**