

Center for Career Planning & Placement (CCPP)
Graduate Placement Services (GPS)

JOB VACANCY FORM[®]

IMPORTANT: The information presented in this document can be shared only internally at UAE University!

Job Reference No.: JV252

Company Name: **Zaabeel Palace Hospitality, Dubai Government**

Company Type: Government



Job Position/Title:	Cost Controller /Chief Accountant	Academic Major:	Business & Economics – Finance and accounting
Salary Range:	Competitive Salary	Years of Experience:	Fresh Graduate
Job Location:	Dubai	Job Type:	Full-time
Nationality:	Only UAE Nationals	Gender:	Male
Job Description:	- Performs activities pertaining to costing activity of cost accounting, control and cost analysis. - Cost calculations including checking & audit of vendor invoices and bills. - Checking and authorizing of internal store requisitions, and computing unit cost. - Activity cost based on planned values. - Reconciliation between financial and cost ledgers and reporting on variances. - Keeps management informed of area activities and of any significant problems. - Assist in making of financial and cost accounting policy. - Reviews computer reports to identify and trace sources of error and makes necessary corrections; performs research to locate accounting or computer input errors. - Timely reporting on cost variances. - Other duties as assigned. - Officiating for finance manager in his absence.		
Minimum Qualifications:	- Bachelor degree - Excellent oral and written communication skills - Knowledge of MS Office , Windows OS - Fluent in English , Speak and write		
No. of Positions Required:	1		
Job Close Date:	Open Until Filled		

To Apply, UAEU Graduates/Alumni should send their CVs to:
ZPH.Recruitment@zaabeelpalace.com / Land Line 04-3366667 – Ext 211 HRD
&
JN@uae.ac.ae

Please mention **“Job Reference No.: JV252”** in your email title in case we lost your information during filing.

Only doc/PDF/Zip files are acceptable

