

Cost Control Supervisor

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Company: HILTON

Location: ras al khaymah

Category: other-general

Review the daily intake of products into the hotel and ensure accurate pricing and quantity of goods receive. Control the stores by ensuring accuracy of inventory, stock control and the pricing of good received. Prepare costing for recipes and menus prepared by the Executive Chef and suggest the selling price. Posting the menus and recipes in Inventory & POS systems. Checking Daily Reports (Daily Sales, Food & Beverage Cost, Daily Flash, Outlet wise issue of Food & Beverage). Liaise closely with the Food & Beverage department on various operational costs related issues and inform Management when expenses and costs are high and are not in line with revenue generated. Random test counts in the Beverage Stores, Inventory of outlets by reconciling the opening stock with the closing stock, taking account of store issues and sales. Attend outlet theme nights to ensure beverage consumption is properly recorded, and no misuse has occurred. Verifying the inter-departmental stock transfers and review the spoilages. Compute the cost of employee's meals, A&G and Complimentary Food & Beverage Expenses. Prepare an F&B Revenue Analysis per outlet. Verify Inventory Turn Over Report on monthly basis. Verify Food, Beverage & Tobacco Cost Report per outlet on monthly basis. Conduct a physical monthly & quarterly inventory. Manage cost report on a weekly basis. Maintain good communication and working relationships with all the hotel departments. Prepare a monthly MIS reports. Check the receiving of goods at the hotel and to see that the procedures are followed correctly.

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