

Group Financial Director

We are currently recruiting for the position of Group Financial Director (Part-time – 20 hours per week) at the 4* Westport Plaza and Castlecourt Hotel Resort.

Job Purpose:

Provide financial advice and support to assist senior management to make key decisions, drive sales and improve GP% on food and beverage. Ensure that payroll and other expenses are kept within budget. Responsible for the efforts, success, results and communication of Westport Hotel Group Financial Position to all senior management.

The successful candidate will:

- Oversee, review, Implement and communicate the budgets for each business department with a special emphasis on payroll.
- Review payroll and turnover performance for the previous and future weeks.
- Communicate and follow through on unrecorded sales, deviations and cash shortages.
- Assist HOD's and management to maximise sales and profitability & setting sales targets for each department.
- Advise and assist management in achieving and maintain the acceptable industry standard GPs and KPIs and follow through action on stocktakes.
- Ensure that all POS and cash controls systems are fully operational, monitored and corrective action is taken where necessary.
- Ensure compliance with group ordering policies and procedures.
- Ensure all departments expenses are kept within budget and review all efficiencies and inefficiencies.
- Coordinate and control with initiative all issues relating to costs, expenses, wastage, stock control, environmental and energy saving initiatives.