



## Africa Provider Offshore Services (Pty) Ltd

### Join a dynamic and challenging Project

**Africa Provider Offshore Services - APOS** is a Namibian Company dedicated to supporting the Oil and Gas industry in the scope of our contract with an Oil & Gas operator. We are looking for the following candidate:

#### Cost Controller

##### Description

- Perform cost controlling & reporting function including complete view reporting to the management.
- Collect data/ information for annual budget/ AFE for entity in conjunction with technical responsible and budget owners
- Follow up of running & technical costs. Verify all invoices to ensure timely payments.
- Prepare monthly cost report with variance analysis to help technical responsible manager with their budget/ cost as well monthly management report in conjunction with HQ.
- Review of commitments created to ensure accuracy of cost objects, contract amount, currency split etc.
- Implement control processes and tools, issue recommendations in order to improve financial reporting operating efficiency and equality.
- Leverage SAP and BW capabilities by automating and integrating reports and control.
- Maintain records processes to track advance payments to all contractors and vendors.
- Liaison with technical teams (Drilling, Logistics, Exploration, Operations etc.) for better understanding and follow up of allocated costs and cost re-invoicing.

##### Requirements

- 5 years' experience in a costing capacity
- Diploma/ Certificate in Accounting/ Finance will be an advantage.
- Proficiency in excel.
- Sound knowledge of SAP will be an advantage
- Active listening skills
- Analytical and goal oriented
- Strong ethics and reliability

Please send your CV via email or the post office on the address indicated below

**CONTACT@APOS-NAMIBIA.COM // PO Box: 27933 Windhoek**

