

JOB DESCRIPTION
FINANCIAL CONTROLLER
AL AHSA, KINGDOM OF SAUDI ARABIA

THE LODGE

Slated to open its doors in Q4 2024, ENVI Al Nakheel consists of twenty-five pods nestled among date palm trees, with each featuring its own private pool.

Located in Al Ahsa, a region renowned for being one of the largest date producers worldwide, the lodge offers guests the opportunity to immerse themselves into the world of dates. From culinary delights to spa treatments, agricultural activities, wellness programs, and creative workshops, guests have the chance to embrace the multifaceted nature of this special fruit during their stay.

THE ROLE

ENVI Al Nakheel is looking to hire an experienced Financial Controller.

The financial controller will ensure the hotel's financial health and profitability, allowing guests to indulge in a memorable experience.

Cash flow management becomes his/her forte, ensuring that resources are optimized to meet operational needs while maintaining a healthy bottom line. By staying up-to-date with accounting regulations and industry best practices, he/she ensure compliance and safeguard the hotel's financial well-being.

Leading a team of finance professionals, the hotel financial controller fosters a collaborative environment where each member can thrive. They nurture talent, share knowledge, and inspire their team to deliver excellence in financial operations.

RESPONSIBILITIES

PRE-OPENING &
DAILY
RESPONSABILITIES

1. Financial Planning and Budgeting:

- Conduct financial forecasting and analysis to estimate revenue projections, occupancy rates, and operating costs during the pre-opening phase.
- Create financial models and feasibility studies to assess the viability of the hotel's business plan.

2. Financial Systems and Processes:

- Establish financial systems and processes, including accounting software, reporting structures, and internal controls.
- Set up and monitor financial procedures and policies that comply with industry standards and local regulations.

3. Financial Reporting and Analysis:

- Develop and implement financial reporting templates and formats to track expenses, revenue, and profitability during the pre-opening phase.
- Prepare regular financial reports for the hotel's management team and stakeholders, highlighting key financial indicators and variances against budgeted targets.

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**PRE OPENING &
DAILY OPERATIONS:**

4. Cash Flow Management:

- Develop cash flow forecasts and projections to ensure adequate liquidity during the pre-opening phase.
- Establish banking relationships and coordinate with treasury functions to manage cash transactions, including fund disbursements and collections.
- Manage the hotel's cash flow by monitoring inflows and outflows of funds.
- Optimize cash flow by effectively managing accounts receivable, accounts payable, and working capital.
- Oversee the treasury function, including cash forecasting, banking relationships, and cash management strategies.

5. Team Management and Training:

- Recruit, train, and manage the finance team members.
- Foster a positive and collaborative work environment, promoting teamwork and high performance.

6. Compliance and Legal Requirements:

- Ensure compliance with local financial regulations, tax laws, and reporting requirements.

REQUIREMENTS

1. Education and Experience:

- A bachelor's degree in finance, accounting, or a related field is required. A master's degree or professional certifications (such as CPA, CMA, or CFA) can be advantageous.
- +5 years experience in financial management and accounting, preferably in the hospitality or hotel industry.
- Experience in Saudi Arabia is required.
- Prior experience in a leadership role, such as a financial controller, finance manager, or similar position, is highly desirable.

2. Leadership and Communication Skills:

- Strong leadership qualities with the ability to manage and motivate a finance team.
- Excellent communication and interpersonal skills to effectively collaborate with teams, senior management, and external stakeholders.

3. Attention to Detail and Integrity:

- Meticulous attention to detail to ensure accuracy in financial reporting and analysis.
- High ethical standards and integrity in handling financial information, ensuring confidentiality and data security.

