

GENERAL ACCOUNTANT

Armani Hotel Milan, 5 stars luxury hotel located in the heart of the famous Milan fashion district, is looking for a General Accountant to join the Finance Department.

The incumbent in the position is responsible for leading and managing the Income Audit sections of the Finance Department in order to ensure the highest standards of service in accordance with the operating procedures and Standards.

MAIN RESPONSIBILITIES

- Oracle Micros Symphony- Opera reconciliation
- SpaSoft- Opera reconciliation
- Verify Rebates & Paid Out
- Check Housekeeping discrepancy
- Review Complimentary rooms/ Discount/Void
- Audit banquet check to banquet event orders and verify the revenue breakdown of the banquet function
- Analysis and explanation of the Variance Analysis
- Preparation of forecasts
- Month end and Year end task

QUALIFICATIONS AND EXPERTISE

- Working computer skills and a good knowledge of Opera;
- Reading, writing and oral proficiency in English and Italian;
- Excellent communication, organization and reporting skills;
- Excellent ability with numbers and arithmetic;
- Able to maintain confidentiality of proprietary information and protect the privacy and security of guests and coworkers;
- Able to work calmly and efficiently under pressure;
- A high rate of accuracy in all aspects of work;
- Ethical approach to work;
- Be familiar with tracking and analyzing financial data, organize it, and present it in a clear and professional manner;
- Be Deadline-Oriented;
- Support team to reach common goals and listen and respond appropriately to the concerns of other employees;
- Successful candidate must possess legal work authorization in Europe and preferably a previous experience in hospitality.

We look forward to receiving your application!

ARMANI

Hotel Milano

ADDITIONAL INFORMATION

Type of work: Full time

Location: Milan, Italy

Department: Finance

Languages: English, Italian

Start: February 2022

Contract: 12 months

Other advantages: Meals in our Staff canteen; Uniform and laundry service; tailored training programs; Company discounts on Armani shops.

ARMANI HOTEL MILANO

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