



CAREER OPPORTUNITY

COST ANALYST

JOB SUMMARY

The Cost Analyst will play a key role in analyzing and managing costs related to the importation, warehousing, and export of industrial equipment. This includes evaluating landed costs, inventory valuation, and operational expenses to support strategic decision-making and improve financial performance.

EDUCATION

- a) Bachelor's degree in Accounting, Finance, or related field.
- b) Professional certification (e.g., ACCA, CPA, CMA) is an asset.

EXPERIENCE

- a) Minimum 3 years' experience in cost accounting, preferably in import/export or industrial sectors.
- b) Strong understanding of landed cost calculations, inventory accounting, and financial reporting.
- c) Proficiency in accounting software (e.g., SYSPRO or ERP systems) and Microsoft Excel.
- d) Knowledge of Trinidad and Tobago customs and tax regulations is highly desirable.
- e) Experience with ERP systems and inventory modules.
- f) Strong analytical and problem-solving skills.
- g) Excellent communication and interpersonal skills.
- h) Ability to work independently and meet deadlines

FUNCTIONS, DUTIES AND RESPONSIBILITIES:

- a) Calculate and analyze landed costs including freight, duties, insurance, and handling fees.
- b) Monitor and report on cost variances between actual and standard costs.
- c) Prepare detailed cost reports for imported and exported equipment.
- d) Conduct margin analysis by product line and customer segment.
- e) Reconcile inventory accounts and ensure accurate valuation of stock.
- f) Collaborate with logistics and warehouse teams to track inventory movements.
- g) Support periodic stock counts and audits.
- h) Assist in preparing cost budgets and forecasts for procurement and logistics.
- i) Monitor actual costs against budget and provide variance analysis.
- j) Process and reconcile foreign supplier invoices, ensuring accuracy in exchange rates and landed cost allocations.
- k) Coordinate with banks and suppliers to manage international wire transfers and payment schedules.
- l) Track and assist with foreign currency exposures and ensure timely settlement of overseas payables.
- m) Reconcile foreign supplier statements monthly
- n) Clear all Goods Received Notes (GRNs) within 2 days of invoice receipt by Finance.
- o) Ensure supplier credit terms are strictly adhered to.
- p) Ensure timely reconciliation of the importation charges account.
- q) Conduct investigations into costing discrepancies and take corrective action to resolve errors.
- r) Maintain proper documentation and ensure organized file management for all AP records.
- s) Ensure compliance with local customs regulations, VAT, and other statutory requirements.
- t) Maintain accurate documentation for all import/export transactions.
- u) Work closely with procurement, logistics, and sales teams to understand cost drivers.
- v) Provide financial insights to support pricing strategies and supplier negotiations.

ACCOUNTABILITY

The Cost Analyst Reports reports directly to the Finance Director and the Accounts Supervisor.

Applications must be emailed to talent@roscopro.com by Friday 14th November, 2025 or hand delivered directly to the office of the HRM; Point Lisas location.
Please include email Subject: COST ANALYST