



Job Title	Cost Accountant
Job Level	4B
Location	OPTE / La Purísima (Atotonilco/Tepatitlán)
Business Unit	OBU – Distilling & Technical
Function	Operational Finance
Leader	Operational Finance Manager
People Leadership	NA
Role Purpose To support the Operational Finance Department, complying the Global Finance Manual, local procedures, and considering the IFRS and local GAAP and collaborating to achieve the North America's Ops. Finance Objectives and aligned to the William Grant Way initiative and Mexico Operations Top Priorities.	
Responsibilities <ul style="list-style-type: none"> • Pull cost and production information from ERP system necessary to prepare daily, weekly, and monthly reporting including: Production Variances, OVH, Direct Labour, PPV, etc. • Analyse and validate SAP data integrity. Be a key gatekeeper of OVH, Capex and Inventory Accounts • Assist in 5YP, Budget, LE1, LE2 and the annual calculation of standard cost • Provide management with production reports necessary to maximum efficiency and cost controls (Optimis-Power BI-QlickView) • Participation in Physical Inventory and Cycle Counts • Prepare purchase price variance reporting and analysis • Provide inventory reports, usage, inventory aging, monitor transactions, identify data errors, work with local team to make corrections, and corrective actions to prevent further errors. • Provide full support for month-end and year-end closes. Meet all deadlines with timely and accurate data. • Assist during the external audit • Support annual internal audit requests 	

Values



BE PROUD
We are proud of our brands, our heritage, and our commitment to superior quality in our products



BE RESPONSIBLE
We expect every individual and their teams to be accountable and to perform to their full potential



BE SUSTAINABLE
We wish to make a positive contribution to our communities and to our environment



BE PROFESSIONAL
We value integrity, transparency, professionalism and constructive debate within a team working culture



BE ENTREPRENEURIAL
We foster a forward thinking and innovative culture that recognises the need for innovative thinking and continuous improvement



THINK LONG TERM
We are proud of our brands, our heritage, and our commitment to superior quality in our products



Core Competencies: *To be reviewed and inserted*

Health, Safety & Environment; Acts in a safe manner

- Considers the impact of actions on the environment
- Co-operates with Leaders and other Team Members in promoting and improving health
- Reports accidents, unsafe acts and unsafe conditions to their leader and safety within the team

Adapting and Responding to Change

- Adapts to changing circumstances
- Accepts new ideas and change initiatives
- Adapts interpersonal style to suit different people or situations
- Shows respect and sensitivity towards cultural and religious differences.
- Deals with ambiguity, making positive use of the opportunities it presents.

Coping with Pressures and Setbacks

- Works productively in a pressurised environment
- Keeps emotions under control during difficult situations
- Handles criticism well and learns from it
- Balances the demands of a work life and a personal life. Maintains a positive outlook at work

Following Instructions & Procedures

- Appropriately follows instructions from others without unnecessarily challenging authority
- Follows procedures and policies
- Keeps to schedules; arrives punctually for work and meetings
- Demonstrates commitment to the organisation
- Complies with legal obligations and safety requirements of the role.

Delivering Results & Meeting Customer Expectations

- Focuses on customer needs and satisfaction
- Sets high standards for quality and quantity
- Monitors and maintains quality and productivity
- Works in a systematic, methodical and orderly way
- Consistently achieves project goals.

Working with People

- Demonstrates an interest in and understanding of others
- Adapts to the team and builds team spirit
- Recognises and rewards the contribution of others
- Listens, consults others and communicates proactively Supports and cares for others
- Develops and openly communicates self-insight, such as an awareness of own strengths and weaknesses

Skills and Qualifications:

Essential:

- Bachelor's Degree Diploma in Accounting or Finance
- +3 years of experience in a cost accounting role
- Advanced Excel proficiency
- Organized and able to manage multiple activities and programs timely and with a high degree of accuracy.
- English level: Advanced (90% writing, reading and speaking)
- ERP experience

Desirable:

- SAP Business One
- Master degree in Finance or Business
- Lean-Six Sigma training

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