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# Job Description – Cost Accountant (Kerala Ayurveda Limited)

## Role Objective

To establish, record, monitor, and analyse production costs on a weekly and monthly basis, ensuring accurate baseline COGS measurement, KPI tracking, and actionable insights for cost optimisation and gross margin improvement.

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## Key Responsibilities

- ✓ Production Cost Recording
    - Capture daily/batch-wise RM/PM consumption and processing costs.
    - Maintain accurate production logs and reconcile with procurement and inventory data.
  - ✓ Data Compilation & Reporting
    - Consolidate weekly production cost data and overheads into master reports.
    - Prepare monthly SKU-wise cost sheets, validate anomalies, and flag variances.
  - ✓ Monitoring & Analysis
    - Track KPI trends including SKU-wise COGS, RM/PM variances, yield metrics, and overhead allocation.
    - Conduct variance analysis and recommend corrective actions for waste, excess usage, or process anomalies.
  - ✓ Process Documentation
    - Support SOP creation for production cost recording, BOM tracking, and overhead allocation.
    - Ensure version control and centralized access of cost data in ERP/Tally/Excel systems.
  - ✓ Cross-Functional Collaboration
    - Work closely with production, procurement, inventory, and finance teams.
    - Participate in fortnightly and monthly review meetings with the core committee.
  - ✓ Continuous Improvement
    - Implement corrective actions based on variance reports.
    - Contribute to process refinement and cost optimisation initiatives.
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## Skills & Competencies

- ✓ Strong knowledge of cost accounting principles and COGS segmentation (RM, PM, processing, overheads).
  - ✓ Proficiency in ERP/Tally/Excel for cost recording and reporting.
  - ✓ Analytical ability to perform variance analysis and identify cost drivers.
  - ✓ Clear documentation and process mapping skills.
  - ✓ Collaborative mindset to work across production, procurement, and finance functions.
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## Reporting Structure

- ✓ Reports to: Finance Controller / Plant Finance Leader
  - ✓ Works with: Production Head, Procurement Head, Inventory Managers, Business Finance Team
  - ✓ Part of: Core Committee for Production Cost Monitoring
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### ☒ Summary:

The Cost Accountant at KAL will be the custodian of production cost data, ensuring accuracy, transparency, and actionable insights. By driving weekly and monthly monitoring, they will enable management to make informed decisions for cost optimisation and margin improvement.

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### Compensation:

- CTC (per annum): ₹5,00,000 – ₹6,00,000