

*We are*

# HIRING

*Join our team*



## Accountant x 1 (local) SALARY: MVR 25000

### Requirements:

- Bachelor's degree in Accounting or Finance.
- Professional accounting qualification (ACCA, CPA, CIMA, etc.).
- Minimum of 10-15 years of progressive accounting experience.
- Strong knowledge of accounting principles and financial regulations.
- Excellent analytical and problem-solving skills.

### Responsibilities:

- Oversee and manage all aspects of the financial accounting processes.
- Ensure compliance with local and international financial regulations.
- Prepare and analyze financial statements, reports, and budgets.
- Supervise and mentor junior accounting staff.
- Manage day-to-day financial transactions and maintain accurate records.
- Collaborate with other departments to provide financial insights and support decision-making.

**Send your CV to**

**hr.admin@beehivehotels.com**

**Apply before**

**01.12.2023**

## F&B Manager x 1 (local) SALARY: MVR 25000

### Requirements:

- Bachelor's degree in Hospitality Management or related field.
- Proven experience as an F&B Manager with 10-15 years of progressive responsibility.
- In-depth knowledge of F&B operations, menu planning, and industry trends.
- Strong leadership and communication skills.
- Excellent organizational and problem-solving abilities.
- Ability to thrive in a fast-paced environment.
- Proficient in POS systems and MS Office.

### Responsibilities:

- Develop and implement F&B strategies to enhance the guest experience.
- Oversee daily F&B operations, ensuring quality service and customer satisfaction.
- Manage menu planning, pricing, and inventory control.
- Lead, train, and motivate F&B staff for optimal performance.
- Collaborate with other departments to ensure seamless overall operations.
- Monitor and uphold health and safety regulations.
- Establish and maintain vendor relationships.

## HR Manager x 1 (local) SALARY: MVR 15000

### Requirements:

- Bachelor's degree in Human Resources, Business Administration, or a related field.
- Proven experience as an HR Manager with 10-15 years of progressively responsible roles.
- In-depth knowledge of HR functions, labor laws, and best practices.
- Strong leadership and interpersonal skills.
- Excellent communication and negotiation abilities.
- Ability to handle sensitive and confidential information with discretion.
- Proficient in HRIS and MS Office.

### Responsibilities:

- Develop and implement HR strategies and initiatives aligned with overall business objectives.
- Oversee recruitment, onboarding, and offboarding processes.
- Manage employee relations, addressing concerns, and fostering a positive work environment.
- Develop and administer HR policies and procedures.
- Lead performance management and talent development initiatives.
- Ensure compliance with labor laws and regulations.
- Collaborate with management to support organizational growth and development.