



## CURRICULAM VITAE

# MATHEW KOSHY

MEMBER OF KUWAITI ASSOCIATION OF ACCOUNTANTS AND AUDITORS,  
MEMBER OF ARAB FEDERATION OF ACCOUNTANTS AND AUDITORS,  
MEMBER OF INTERNATIONAL FEDERATION OF ACCOUNTANTS.

*Application for the Post of: - Cost Control Manager or Procurement Manager*

### Contact Number:-

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### LinkedIn

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### Email Id:-

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### Skype ID

Smibu Koshy

### Passport Details:-

Number - J2322510

Issue Date - 09/02/2011

Exp. Date - 08/02/2021

Issued Place-Trivandrum

### Current Visa Status -

Employment

(transferable)

### Notice Period:-

30 - 90 days.

### Driving License:-

Kuwait - Kuwait.

UAE - Dubai.

India - Kerala.









### Experienced Areas

Cost Controlling, Asset Controlling, F&B and Non F&B Inventory Controlling, Procurement Management, Stores & Receiving, and Accounts.

### Professional Profile

A seasoned professional with over **14+** years' of rich experience in Stores, Receiving, Accounts, Cost Control, Asset Control, Inventory Control and Procurement in reputed Five Star Luxury Hotels, Biggest & Star Category Catering Companies & Restaurants; and other manufacturing companies. Currently I am working as a **Cluster Cost Controller** with Crowne Plaza and Holiday inn (IHG) Al Thuraya City, Farwaniya, Kuwait. Since April 2017.

### Organization Preface

-  Crowne Plaza & Holiday inn **5\*** - Cluster Cost Controller  
(April 2017 - till the date) IHG
-  Emirates Hospitality Center **\*** - Group Chief Cost Controller & Purchase Manager.  
(April 2013 - March 2017) Catering & Restaurants under Saif Al Khaili Group
-  One & Only Royal Mirage Hotel (The Palm) **5\*** - Cost Controller  
(January 2012 - March 2013) Kerzenal International
-  Millennium & Copthron Hotels **5\*** - Cost Controller  
(August 2011 - December 2011) Millennium Group
-  Emirates Grand Hotel **4\*** - Asst. Cost Controller & Purchasing Officer (**Pre-Opening**)  
(February 2010 - July 2011) UK holding Iberotel Group.
-  Miramar Al Aqua Beach Hotel **5\*** - Purchasing Officer and Sr. Store Keeper.  
(August 2008 - December 2009) UK holding Iberotel Group.
-  IQC Fujairah - Sr. Stores Controller & Procurement Specialist  
(July 2007 - July 2008)
-  Steel Tech Marine and Engineering, Ajman - Store Controller.  
(November 2004 - May 2007)

## Major Roles

### Personal Details:-

#### Present Address:-

PO Box: 18544.  
Farwaniya – Kuwait.

#### Permanent Address:-

Muruppel House  
Thekkuthodu P.O,  
Karimanthodu,  
Pathanamthitta (Dist.)  
Kerala – 689699  
India.

#### Phone Number (India):-

0091 8943891121

#### Age & Date of Birth:-

37 years, (25/05/1982)

#### Gender:-

Male

#### Marital Status:-

Married with two kids

#### Nationality:-

Indian

#### Religion:-

Cristian, Catholic

#### Hobbies

Chess, Cricket and  
Social Activities.

### As a Cost Controller

- ✚ Control the F&B cost as per the budget. Verify the daily flash food & beverage cost, kitchen & outlet transfer, Analyze the breakage, spoilage, wastage, daily complimentary and void sheet. Monitor all the Purchasing, Receiving's and Stores activities. Doing the spot checks. Updating the menu & recipe costing. Conducting the market survey for every quarterly. Doing monthly inventory and prepare the reconciliation, JVs & closing reports. Arrange all the documentation properly for the audit purposes.

### As a Purchase Manager

- ✚ Coordinate with the entire department for smooth operations. Choose the right supplier. Good negotiation skill, Able to quickly understand the local markets. To ensure the efficient and cost effective purchasing of all food, beverage, general and operating equipment. To ensure that proper operating standards are adhered to in the areas of purchasing, receiving, storing and issuing. To keep the Executive Committee members and Department Heads updated on price variances, costing and supplier information. Attending exhibition related to food, hotel amenities & general equipment in the UAE to update the market availability of products and to gain knowledge of new product. Prepare the different kind of Reports.

## Personal Skills

- ❖ Dynamic, Enthusiastic and Creative Individual, Good Organizational skills. Fast Learning and adapting qualities. Proven ability in dealing with different level of personalities. Self-motivated with potential for professional growth.


## Educational Credentials

- ❑ MBA in Finance and Marketing Management.
- ❑ B.Com with Computer Application in Business.
- ❑ Pre-degree (PDC) with Accountancy and Commerce.
- ❑ Post Graduate Diploma in Computer Application (PGDCA).
- ❑ Diploma in Office Automation and Financial Accounting (DOA&FA).

## Computer Knowledge

- 💻 FMC (Micros Fidelio Materials Control System)
- 💻 MICROS (EMC & RMC)
- 💻 SUN
- 💻 SCALA
- 💻 Net Vu Point
- 💻 Spa Soft
- 💻 MIKRO (Inventory & Accounts)
- 💻 DIMS (Inventory & Accounts)
- 💻 Peach Tree and Tally (Worked with long years back)
- 💻 Micro Soft Office
- 💻 Basic Hardware knowledge

Place: Kuwait,  
Date: 22/09/2019.

  
MATHEW KOSHY