

## **Vacancy at N'a'an Ku Sê Wildlife Experience – TimBila Nature Reserve**

An exciting and challenging opportunity is available for a **Stock Controller** to join our team. The successful incumbent will be based at the N'a'an Ku Sê TimBila Nature Reserve, 230km from Windhoek.

### **Overview**

The Stock Controller plays a critical role in ensuring the smooth operation of TimBila by maintaining accurate, reliable, and timely inventory records. Operating in a remote lodge environment with limited supply schedules, the Stock Controller ensures that all outlets—including the kitchen, bar, staff facilities, and events services—are adequately stocked without shortages or wastage. This position supports operational efficiency, cost control, and informed decision-making by managing stock movements, monitoring consumption patterns, and upholding the highest standards of accuracy and food safety. The role requires a proactive, detail-oriented individual who can work independently and collaboratively in a dynamic and remote hospitality setting.

### **Main responsibilities (but not limited to):**

- Manage supplier deliveries, ensuring accurate verification of invoices, quantities, and product specifications.
- Maintain and update stock records in relevant systems, ensuring all inventory movements are accurately captured.
- Conduct regular stock counts across all storage areas (storerooms, freezers, beverage stores) and complete reconciliations.
- Investigate and report any stock variances, wastage, breakages, or discrepancies to management and finance.
- Ensure effective stock rotation using FIFO principles and adherence to all stock control procedures.
- Prepare routine stock and consumption reports for management decision-making and liaise with the finance team regarding month-end requirements.
- Support multiple outlets (restaurant, bar, staff kitchen, events, bush dining) with consistent stock allocation and monitoring.
- Ensure compliance with food safety, hygiene, and HACCP standards in all storerooms and handling processes.
- Assist with planning stock requirements in a remote environment with infrequent supply schedules.
- Participate in month-end stock takes and assist managers during operational peak periods.

### **Job requirements and skills:**

#### **Education & Qualifications**

- Grade 12 (Senior Secondary Certificate) with a minimum of 23 points, including Mathematics and English.
- Diploma or Degree in Hospitality Management, Accounting, Finance, Business Administration, or a related field (advantageous).
- Additional short courses in food & beverage cost control, hospitality accounting, or stock management (beneficial).
- Valid driver's licence.

#### **Experience**

- Minimum 3 years' proven experience as a Food & Beverage Controller, Cost Controller, Stock Controller, or similar role within a lodge, safari camp, resort, or remote hospitality operation.
- Experience in food and beverage costing, stock takes, variance analysis, and wastage control in a remote or semi-remote lodge setting.

- Advantageous: Experience working with multiple operational outlets (restaurant, bar, staff kitchen, events, bush dining).

#### Skills & Competencies

- Strong numerical and analytical skills with the ability to interpret stock and cost trends.
- Proficient in Microsoft Excel and inventory management systems.
- Working knowledge of POS systems and lodge/hotel management software.
- Understanding of food safety, hygiene, and HACCP principles, especially in bush/lodge operations.
- High level of accuracy, integrity, and attention to detail.
- Strong communication skills for effective coordination with chefs, lodge managers, bar staff, and procurement teams.
- Ability to work independently, plan ahead, and problem-solve in a remote environment.
- Physically fit and able to conduct regular stock counts in various storage environments.
- Willingness to work flexible hours, including evenings, operational peak periods, and month-end stock take cycles.

#### Remuneration:

- A competitive salary package coherent to experience and qualification
- Accommodation is provided at the sites
- Membership of the Naankuse Medical Aid Group at own cost

**Closing date for applications:** 30 January 2026

To apply for this position, please follow the link or scan the QR code:

[Vacancy at N'a'an ku sê Wildlife Experience - Stock Controller - TimBila – Fill out form](#)



Please note that we are an eco-friendly and paperless company, therefore hand-delivered CVs will not be accepted.

Only short-listed candidates will be contacted