



# HOSPITALITY FMVA

Financial Modelling • Valuation • Analysis

## 5-Year Financial Model

Strictly Confidential

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### Notes

This Excel model is designed by HFMVA

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## Instructions & Tips:

Before you begin work, [save this workbook](#) to create a working copy using the File, Save As command.

Only the golden tan-coloured data and the category sheet entry cells in each worksheet can be changed. The remainder of the worksheets in this file has been protected.

To customize a worksheet, you must first Un-Protect it.

- This template is fully functional in its protected state. You will not need to unprotect any of the worksheets to use it. Unprotecting a worksheet can expose it to inadvertent formula changes and incorrect calculations.
- To Un-Protect a worksheet, go to the Excel menu bar and select Review, then click on the icon above "Unprotect Sheet" to make the sheet available. (If you are using an earlier version of Excel, refer to your software documentation.)
- When prompted, enter the password [HFMVA.com](#) just as you see it here.
- Once a worksheet is unprotected, you can make any changes you wish. Always save a backup of the original workbook before making changes to the worksheets.
- After you have made your changes, you can re-protect the worksheet using a unique password if you wish.

Hard Coded Values

[Blue Colour](#)

Formulas

[Black Colour](#)

## Salary Breakdown & Benefits

**Salary breakdown:** Establish the pay structure (base, housing, and allowance) in accordance with the company's guidelines.

**Visa:** Based on the jurisdiction of incorporation, "DED" the Dubai economic department will charge AED 6,000 for a visa, medical, and Emirates ID, whereas in the Free zone area, the visa cost is AED 5,000 in addition to a security deposit with an average of AED 2,500 depending on the free zone area for a visa, Medical and Emirates ID.

**Insurance:** Separated into four classes. Category A+ encompasses nearly all networks, Category A encompasses the majority of networks excluding American institutions, and Category B encompasses fewer hospitals and lesser networks. Category D includes clinics and one hospital.

**Yearly tickets:** Categories A+ and A are eligible for annual tickets, while all other categories are eligible for tickets every two years. Nevertheless, the company may offer a ticket allowance.

**Food & Uniform:** in accordance with the company's budget and policy.

## Mandatory Trainings

**Basic food Hygiene:** All food handlers are required to undergo training, pass examinations, and obtain certification.

**Person In charge 'PIC':** One individual per shift for the front of the house and one individual per shift for the kitchen. Approximately 15% of total personnel.

**Occupational health cards:** All food handlers are required to have Occupational Health Cards (OHC). This is required to be renewed annually.

**Fire & Safety training:** One certified staff member per shift. Approximately 5% of total employees.

## Gratuity Calculation

**Calculation:** The employee is entitled to 21 days per year for the first five years of their basic payment, per the Labor Law.

# Labor Cost

Position	CAT	Total	Basic	Housing	Allowance	Count	Food	Training	Uniforms	Visa	Ticket	Insurance	Gratuity Days	Gratuity	Total
<b>Breakdown</b>			60%	30%	10%		700	38	80	5,000					
<b>C-Suit</b>															
CEO	A+	10,000	6,000	3,000	1,000	1	700	38	80	208	250	542	21	345	12,163
COO	B	10,000	6,000	3,000	1,000	1	700	38	80	208	125	150	21	345	11,646
CFO	A	-	-	-	-	1	-	-	-	-	-	-	21	-	-
CMO	A	-	-	-	-	1	-	-	-	-	-	-	21	-	-
<b>Head office &amp; Support Functions</b>															
Accountant	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
Human Resources	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
Cost Control	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
Admin Officer	A	6,000	3,600	1,800	600	1	700	38	80	208	250	292	21	207	7,775
PRO	A	3,000	1,800	900	300	1	700	38	80	208	250	292	21	104	4,671
<b>Restaurant Management Team</b>															
General Manager	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
Assistant General Manager	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
Floor Supervisor	A	21,000	12,600	6,300	2,100	1	700	38	80	208	250	292	21	725	23,293
<b>Floor Team</b>															
Head Waiter	A	6,500	3,900	1,950	650	1	700	38	80	208	250	292	21	224	8,292
Waiter	A	4,000	2,400	1,200	400	1	700	38	80	208	250	292	21	138	5,706
Food Runners	A	6,000	3,600	1,800	600	5	700	38	80	208	250	292	21	207	38,874
Beverage Runners	A	6,000	3,600	1,800	600	5	700	38	80	208	250	292	21	207	38,874
Kitchen Pass Station Runner	A	6,000	3,600	1,800	600	5	700	38	80	208	250	292	21	207	38,874
<b>Cashiering Team</b>															
Head Cashier	A	4,000	2,400	1,200	400	1	700	38	80	208	250	292	21	138	5,706
Cashier	A	4,000	2,400	1,200	400	1	700	38	80	208	250	292	21	138	5,706
<b>Bar Team</b>															
Bar Manager	A	12,000	7,200	3,600	1,200	1	700	38	80	208	250	292	21	414	13,982
Bar Supervisor	A	7,000	4,200	2,100	700	1	700	38	80	208	250	292	21	242	8,809
Barista	A	12,000	7,200	3,600	1,200	1	700	38	80	208	250	292	21	414	13,982
Sommelier	A	7,000	4,200	2,100	700	1	700	38	80	208	250	292	21	242	8,809
Bar Tenders	A	6,000	3,600	1,800	600	2	700	38	80	208	250	292	21	207	15,550
Bar Backs	A	2,500	1,500	750	250	1	700	38	80	208	250	292	21	86	4,154
<b>Reception &amp; Reservation</b>															
Reservation & Reception Manager	A	8,000	4,800	2,400	800	1	700	38	80	208	250	292	21	276	9,844
Head-Hostess	A	7,000	4,200	2,100	700	1	700	38	80	208	250	292	21	242	8,809
Assistant Reservation Manager	A	8,000	4,800	2,400	800	1	700	38	80	208	250	292	21	276	9,844
Call Center Agent	A	8,000	4,800	2,400	800	1	700	38	80	208	250	292	21	276	9,844
Head-Hostess	A	7,000	4,200	2,100	700	1	700	38	80	208	250	292	21	242	8,809
Hostess	A	6,000	3,600	1,800	600	1	700	38	80	208	250	292	21	207	7,775
<b>Events &amp; Entertainment</b>															
Marketing Manager	A	15,000	9,000	4,500	1,500	1	700	38	80	208	250	292	21	518	17,086
Events & Sales Manager	A	10,000	6,000	3,000	1,000	1	700	38	80	208	250	292	21	345	11,913
PR Manager	A	15,000	9,000	4,500	1,500	1	700	38	80	208	250	292	21	518	17,086
Graphic Designer	A	15,000	9,000	4,500	1,500	1	700	38	80	208	250	292	21	518	17,086
Social Media executive	A	15,000	9,000	4,500	1,500	1	700	38	80	208	250	292	21	518	17,086
Promoters	A	15,000	9,000	4,500	1,500	1	700	38	80	208	250	292	21	518	17,086
Resident DJ	A	10,000	6,000	3,000	1,000	1	700	38	80	208	250	292	21	345	11,913
<b>Kitchen Brigade</b>															
Head Chef	A	14,000	8,400	4,200	1,400	1	700	38	80	208	250	292	21	483	16,051
Sous- Chef	A	6,500	3,900	1,950	650	1	700	38	80	208	250	292	21	224	8,292
Pastry Chef	A	7,500	4,500	2,250	750	1	700	38	80	208	250	292	21	259	9,327
CDP	A	5,500	3,300	1,650	550	2	700	38	80	208	250	292	21	190	14,515
Demi Chef	A	4,500	2,700	1,350	450	2	700	38	80	208	250	292	21	155	12,446
Commis	A	3,000	1,800	900	300	2	700	38	80	208	250	292	21	104	9,343
<b>BOH</b>															
Stewards	A	1,800	1,080	540	180	3	700	38	80	208	250	292	21	62	10,290
Purchasing & Receiving Clerk	A	4,000	2,400	1,200	400	1	700	38	80	208	250	292	21	138	5,706
33,180      64      633,477															

Visa Cost	5000	Deposit	2,000
Jurisdiction of Incorporation	Free Zone		

Category	Class	Visa Cost	Deposit	Yearly Insurance	Yearly Ticket
C-Level	A+	5000	2,000	6,500	3,000
Manager	A	5000	2,000	3,500	3,000
Section Head	B	5000	2,000	1,800	1,500
Basic	C	5000	2,000	1,300	1,500

Mandatory Trainings	%	QTY	Cost	Total
Basic Food Hygiene	100%	64	90	5,760
PIC Training	15%	10	750	7,200
Occupational Health Card	100%	64	220	14,080
Fire Training	5%	3	250	800
First Aid	5%	3	350	1,120
<b>Total</b>				<b>28,960</b>

Outsourced Positions	Rate	QTY	Total
Outsource A	-	-	-
Outsource B	-	-	-
Other	-	-	-
<b>Total</b>			<b>-</b>