

# JOB DESCRIPTION



## SENIOR MANUFACTURING COST ACCOUNTANT

**Overview** The cost accountant position is responsible for all aspects of Manufacturing and Production costing analysis and inventory for all business locations. The cost accountant is responsible for comparing standard cost to actual cost and identifying and explaining variances by customer, part number and production jobs. The cost accountant must also work closely with engineering and manufacturing personnel to resolve variances and adjust Bills of Materials (BOM's).

### Essential Functions

- Develop and maintain cost accounting system that ensures accurate costing.
- Produce daily production, variance and ad hoc reports.
- Review and analyze standard and actual costs for variances and prepare reports.
- Update standard costs and ensure accuracy in the Bill of Materials (BOM's).
- Prepare, analyze and report monthly gross margin analysis by customer, part number and production jobs.
- Analyze changes in product design, raw materials, manufacturing methods, or services to determine effects on costs.
- Study and collect data to determine costs of business activities such as raw material purchases, inventory and labor.
- Responsible for account reconciliation of physical inventories and cycle counts.
- Prepare periodic inventory reserves reconciliation, analyzing inventory for risk, and monitoring with support from internal stakeholders.
- Assist in month-end and year-end closing by analyzing inventory and preparing supplemental reports as needed.
- Work on special projects as required by our companies.

### Qualifications

- Bachelor's degree in accounting/Finance or similar and three (3) to five (5) years in manufacturing cost accounting experience is preferred.

### Required Skills/Knowledge

- Proficiency in Excel, experience in manipulating large databases a plus.
- Significant hands-on experience using an integrated ERP system.
- Solid understanding of manufacturing operations, inventory and cost accounting.
- Understanding of U.S. GAAP as it applies to a manufacturing environment is required.
- Strong analytical, communication, organizational, and problem-solving skills.
- Extraordinary interpersonal skills to work in conjunction with other departments.
- Must be a team player who also works well independently.
- Must be able to analyze data, draw conclusions, interpret results, and make recommendations.

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## Work Environment

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift up to 50 pounds at times.

## Benefits

- Competitive Wage & Benefits Package for Full-Time Employees
- 401(k)
- Dental Insurance
- Health Insurance
- Life Insurance
- Vision insurance
- Prescription Drug Plan
- Paid time off
- Disability

\*We are only able to employ those legally authorized to work in the US. Thank you for submitting your application.  
Please note that only selected candidates will be contacted.

\*All selected candidates are subject to a pre-employment drug screen.

\*All qualified applicants will receive consideration for employment without regard for age, race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.

\*For a complete list of career opportunities please visit [inlineservices.com](http://inlineservices.com)

\*Reasonable Accommodations may be made to enable individuals with disabilities to perform the essential functions.