Assistant Controller/Cost Accountant
Job Description

Reporting to the Corporate Controller, the Assistant Controller/Cost Accountant utilizes a thorough understanding of the manufacturing process to develop detailed and accurate costs in addition to providing relevant financial support to senior management through cost analysis and monthly reporting.

The Assistant Controller/Cost Accountant will assist with all month end closings, account reconciliations, variable and gross margin analysis of products and customers and all aspects of monitoring job costs and inventory reporting/controls.

- Analyze trends and variances. Understand and explain reasons for monthly cost variances.
- Prepare, analyze and report gross margin by job and by customer.
- Assist in the analysis of manufacturing and operational costs and variances. Identify potential efficiencies and cost savings. Investigate and explain variances.
- Analysis of recorded materials, labor and overhead/burden.
- Work closely with plant management to investigate cost issues and develop reporting that allows visibility to actual performance relative to budget and forecast.
- Assist in the coordination of physical inventory counts and cycle counts. Investigate cycle counting variances, reconcile discrepancies and resolve issues.
- Report on breakeven points for all plants and divisions.
- Other duties as assigned

Job Requirements

- Four-year degree in accounting or equivalent.
- Minimum of three years of demonstrated progressive experience in manufacturing accounting.
- Excellent written and verbal skills. Advanced knowledge of Excel.
- Experience in working with accounting and ERP systems and software a plus.
- High level of attention to detail.
- Demonstrated ability to adapt to a fast-pace and ever-changing work environment.