
Cost Accountant
Permanent, full-time
Peterborough Ontario
(File Reference: CAC-2018)

On behalf of our Client, a global leader in the production of quality die cast components used across multiple industries, we are recruiting a Cost Accountant for their Peterborough, Ontario operation. This is a permanent, full-time opportunity with a growing company that serves clients in the consumer electronics, automotive, healthcare, and other industries.

The Cost Accountant will provide timely and accurate costing functions and inventory reports in order to ensure relevant, accurate, timely and consistent information for management decision making.

Key Duties & Responsibilities:

- Manage the costing function within the plant according to identified timelines;
- Research and explain discrepancies or variances in month-to-month general ledger/inventory balances to standards and report as requested;
- Review and manage quoting model to ensure accuracy to actuals;
- Accurately complete all computerized month-end cost accounting transactions and close-off all computer generated cumulative and discrete work, within predetermined month-end closing deadlines;
- Review labour accounts for discrepancies and input Supervisory approved correcting entries into the system;
- Reconcile inventory balances in the General Ledger with those in MFG/Pro to identify any discrepancies, and prepare and input the necessary approved adjusting entries;
- Set up accrual entries for vender service invoices;
- Enter journal entries and assist in the reconciliation/analysis of specific accounts as requested;
- Make recommendations for, and assist in the development of improvements to the accounting and production software to ensure integrity of output;
- Review current manual systems and make recommendations for their automation by working with the computer department on a project basis;

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- Investigate and verify the integrity of the production system data by reviewing and updating the Bill of Material, Routings, Product lines and Department Costs.
 - Enter fixed asset additions and dispositions in fixed asset system;
 - Prepare monthly depreciation journal entry;
 - Prepare monthly capital expenditures report;
 - Reconcile fixed asset and depreciation accounts in general ledger, investigate discrepancies and prepare adjusting entries.
 - Perform administrative and accounting activities as requested to support efficient departmental functioning.
 - Assist in preparing annual year-end closing analysis, summaries and reports;
 - Assist in taking a physical inventory count, annually;
 - Assist in preparation of Annual Budget and three-year Business Plan.

Key Working Relationships:

- Reports to Finance Manager to provide accurate and timely accounting, and administrative support as required to support the achievement of departmental goals and objectives.
- Frequent interaction with Plant Management to provide the prompt and accurate completion of statistical reports, period-end reports, follow up inquiries, and exchange information.
- Periodic interaction with Auditors to act as a resource when providing/exchanging required information.

Education & Experience Required:

- Must possess a professional accounting designation or be working towards a designation.
- Three (3) year Business Administration Accounting Diploma.
- Minimum 5 to 8 years' progressive Accounting experience, preferably within an ISO certified manufacturing environment with emphasis on cost accounting.

Skills & Knowledge Required:

- Advanced level proficiency in MS Office.
- Intermediate level proficiency in manufacturing/accounting software.
- Specific proficiency in ERP System
- Advanced level proofreading, and keyboarding/data entry skills, with an emphasis on accuracy;
- Effective communication with individuals at all levels of the organization;
- Excellent time management skills;

- High level of critical and logical thinking, analysis, and/or reasoning to identify underlying principles, reasons, or facts.
- Ability to work in a fast-paced environment.

Compensation

Our Client offers competitive total compensation including an attractive base salary and incentives, group benefits, and the opportunity for career development in a dynamic and growing Canadian-owned company with international operations.

For further position details and consideration, highly qualified Candidates are invited to submit their resume information in confidence to (please quote the File Reference number above):

Matthew Savino, B.A., LL.B., C.H.R.E.
Executive Search Partner
SHRP Limited
www.savinohrp.ca
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All Applications treated confidentially. While we appreciate all applications, we can only contact those individuals selected for interview.

We are committed to providing accommodation for persons with disabilities. *Accommodation will be provided as part of our hiring process (if accommodation is required, Applicants are requested to make their needs known in advance).*