

**TITLE: Cost Accountant**

**DEPARTMENT: Finance**

**REPORTS TO: Controller**

**BENEFITS:** Medical, dental, vision, life insurance, short and long term disability insurance, paid time off package, 401k with company contribution, FSA or HSA options, educational assistance, dependent scholarship program, onsite fitness center, and much more!

**General Responsibilities:**

The Cost Accountant reports to the Controller, and is responsible for internal auditing, root cause analysis, and reporting as they relate to manufacturing costs for Gorbels, Inc. The Cost Accountant works closely with manufacturing, inventory, marketing, and materials team members to analyze costs and support decision making.

**Specific Duties:**

- Analyzes order margins weekly and works with team to identify root cause of unanticipated results
- Prepares monthly raw material reports and analysis
- Analyzes labor and material variances weekly
- Reviews non-stock inventory balances monthly. Identifies adjustments
- Reviews cycle count results and investigates variances
- Audits inventory balances and variances monthly
- Participates on Material Review Board
- Prepares monthly product line detail reports; analyzes results; shares with management
- Calculates burden labor rates as part of annual budget process. Updates as business needs warrant
- Prepares monthly Class A budget metrics and analyzes results; presents to management
- Participates in monthly Sales and Operating Plan (S&OP) process, updates average revenue and gross margin per unit
- Supports Manufacturing/Materials with make vs. buy calculations
- Supports Manufacturing in development and implementation of labor and material tracking
- SyteLine Super User: Learns the finance and accounting modules of our ERP system. Then researches, resolves, and educates users on system problems as needed
- Independently or as part of a team identifies and implements business process improvements

**Job Qualifications:**

- Bachelor's degree in Accounting or related field required
- At least three years of relevant cost accounting experience preferred
- Strong internal auditing skills
- Solid written and verbal communication skills
- Proficiency with personal computers and associated word processing/spreadsheet skills; experience working with ERP systems
- Experience with SyteLine ERP preferred

**Work Environment:**

ADA Physical/Mental/Workplace Requirements

- Occasional lifting up to 25 lbs.
- Sitting, working at desk/personal computer for extended periods of time
- Primary work environment is professional corporate office

To apply for this position, please complete an [employment application](#) and send to [careers@gorbel.com](mailto:careers@gorbel.com).

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