

TITLE: Senior 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:

Responsible for the support of all aspects of the company's financial reporting process with a focus on: internal auditing, budget compliance, and cost analysis, assuring financial results are accurately reported, promoting an understanding of financial results, responding to inquiries on a timely basis, and assuring the company complies with generally accepted accounting principles, corporate policies, and other mandated regulations.

Specific Duties:

- Responsible for preparation and auditing of Income Statements. Seeks ways to facilitate timely and accurate reporting
- Prepares balance sheets, profit and loss statements, departmental expense statements and other management reports as requested
- Prepares various financial schedules required to support the financial statements
- Analyzes financial data and prepares financial metrics according to management needs
- Prepares information for annual financial audit
- Prepares various tax schedules including state allocation reports, and other supporting reports required for tax compliance
- Responsible for timely filing of all US Census Bureau reports
- Back-up role for Ravenwood financial processing
- Independently or as part of a team identifies and implements business process improvements. Focuses on cost reduction measures and promotes a culture of cost containment and reduction
- Internal Excel power user. Works to increase other users' knowledge and efficiency in use of the tool

Job Qualifications:

- Bachelor's degree in Finance or Accounting; working knowledge of GAAP
- 5+ years of experience in accounting or finance
- Strong internal auditing and financial analysis skills
- Ability to prioritize and organize effectively, with a high attention to detail
- Proficiency with personal computers and associated word processing/spreadsheet skills; experience working with ERP/MRP systems
- Manufacturing experience preferred
- Demonstrated customer service focus

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.

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