

Accountant - Cost Accounting (Entry-Level)

Job Type: Full-Time

Location: Dallas, TX

Job Description

Essential Functions:

- Reviewing production costing results to ensure proper accounting of quantities and costs.
- Preparing monthly accrual for inventory received but not billed including corresponding with vendors to resolve open balances.
- Reviewing and approving inventory invoices.
- Reconciling perpetual and general ledger inventory balances for subsidiaries.
- Performing other duties as assigned.

Additional Responsibilities:

- Develops among assigned personnel a consciousness for the need for team work to attain department objectives.
- Support of and involvement in company, department, and/or safety policies, procedures, programs, and activities.
- Maintain a clean and orderly work area.

Job Qualifications:

- Bachelor's degree from four-year college or university preferred; **and one to two years related experience.**
- Ability to critically analyze data and determine its validity
- Ability to analyze multiple variables, reconcile them between multiple computer systems and analyze and correct associated product costs as they move through the manufacturing and distribution cycle.
- Ability to use advanced spreadsheet functions.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Good verbal and written communication skills are necessary.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.