

Job Title: Cost Accountant

Reports To: Senior Financial Analyst

Primary Purpose: Monitor the financial impact of production related transactions for all companies. Develop and implement standard costs for all components of inventory. Design and implement proactive cost accounting policies and procedures. Analyze and reconcile general ledger and perpetual inventory variances. Responsible for general accounting, financial statement preparation and review including ad-hoc reporting, forecasting and pro-forma modeling.

Expected Attributes:

- Positive attitude with a high level of accountability, personal drive, ambition, integrity.
- Competent in communicating and building relationships directly and openly throughout the organization, strong verbal and written communication skills.
- High level of problem solving, troubleshooting, and multi-task/project management skills.
- Passion for continuous improvement in all aspects of the company's performance; Driven for results and measuring progress.
- Ability to work in a fast-paced, interactive work environment; Working effectively with fellow team members to become cross-trained and to cross-train others to meet deadlines during times of peak workloads and special projects.

Required Qualifications/Experience:

- Bachelor's degree in accounting or related finance degree.
- At least three years of similar manufacturing accounting experience.
- Past experience with:
 - contributing and assisting with budgeting and forecasting processes
 - contributing and assisting with month and year-end closings
- Working knowledge of cost accounting principles, practices and procedures.
- Experience with accounting software and integrated ERP systems.
- Efficient with Microsoft Office software (Word, Excel, PowerPoint). Microsoft Office; primarily MS Excel
- Skills preferred but NOT required:
 - Cost accounting experience
 - CPA and/or Master's degree

Primary Duties & Responsibilities:

- Responsible for month-end close and financial reporting process for assigned areas.
 - Prepare all inventory and cost of goods sold related journal entries.
 - Review and reconcile Cost of Goods Sold general ledger accounts on a monthly basis to ensure both the integrity and accuracy of these items.
 - Review and prepare analysis of budget vs. actual expenses.
 - Assist with the development of domestic divisional financial statements and related reports.
- Develop, implement, and administer standard costs for all components of inventory, including direct labor and overhead rates.
- Design and implement proactive cost accounting policies and procedures.

- Work with the Production Scheduler and assist in reviewing new part records to ensure proper setup in ERP system, including the review of all cost components of Bills of Material (BOM's)/Methods for manufactured products and responsible for the setup of Methods for new products.
 - Develop and prepare for distribution daily production reports.
 - Analyze and monitor variances between actual costs and standard costs to ensure the most appropriate costing of total inventory.
 - Analyze and reconcile variances between the general ledger and the perpetual inventory balances.
 - Implement a formal cadence to validate inventory cycle counting and perform periodic test audits to ensure the overall effectiveness of the procedure.
 - Assist with the development and documentation of inventory, manufacturing and purchasing processes related to startup operations/new products.
 - Assist with the planning and preparation of the annual operating budget.
 - Provide assistance to individual managers during the budgeting process, including requested historical information.
 - Compile projected cost information needed to establish estimated expenses for the completion of the operating budget.
 - Interface with the external auditors to provide requested information or support when needed for the annual year-end audit.
 - Preparation of ad hoc reporting and requests from management or other areas, as appropriate.
 - Assist with special project preparation or implementation, as assigned.
 - Perform other duties as assigned to meet department and company goals
-

At Rowmark, we are passionate about making our customers look great!

We proudly manufacture, market and distribute of a wide array of innovative and quality products for our customers primarily in the awards, recognition and signage markets.

Founded in 1997, our company has developed into the leader in the markets we serve. Our state-of-the-art manufacturing, warehousing and distribution systems continue to be keys to our success.

Rowmark's family of companies is headquartered in Findlay, Ohio, where it manufactures its plastic sheet materials in a new 88,000 square foot facility. Our extensive product line of sheet materials are distributed in over 80 countries around the world.

Rowmark also owns and operates a separate lamination and film business unit in Trenton, NC as well as an additional customer service/distribution centers located in Belgium and Australia. In June 2018, our company partnered with Windjammer Capital, staging us for major growth.

Location for this position: Rowmark, 5409 Hamlet Drive, Findlay, Ohio 45840

Rowmark is an Equal Opportunity Employer that values our employees and offers a competitive pay and benefits package, an encouraging, supportive environment with training, professional development, recognition programs and career growth opportunities. Our benefits include profit-sharing, medical, dental, vision, 401(k), life insurance, flexible spending account options, short-term and long-term disability, vacation and paid company holidays.

We believe that people have always been and will continue to drive the success of our company. *Rowmark is open to assisting with relocation costs for a strong candidate that meets the qualifications of the position, if necessary.* If this sounds like the opportunity for you, we invite you to submit your name for consideration.

Please send resume and salary requirements to: kwinner@rowmark.com