



## COST ACCOUNTANT

**Position Summary:** The Cost Accountant will be responsible for undertaking all aspects of cost accounting, financial reporting, budget, and job costing preparations. The incumbent will also oversee the month-end financial close of all costing and reporting processes; financial planning and analysis, budget comparisons, reconciliation of various financial data and journal entries.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Maintain and improve costing models used to create pack charges.
- Analyze historical and forecast future costs as it relates to: labor, materials, burden.
- Establish operating budgets in coordination with department heads.
- Periodically review income statement and balance sheet.
- Establish and monitor labor, material, and burden budgets.
- Monitor the operation's financial performance daily, weekly, monthly, and annual basis.
- Work with all departments on budget vs actual performance analysis.
- Review and maintain general ledger accounts to ensure proper categorizing of expenses.
- Review recording of fixed assets to ensure proper department/entity allocation of assets.
- Review depreciation schedules for accuracy.
- Verify and sign-off on all third-party vendor invoices.
- Maintain Enterprise Resource Planning (ERP) Database.
- Analyze farm operations, equipment availability, utilization and life cycle cost benefits.
- Capture and report cost of goods sold and production reports.

### Qualifications

#### Education and Experience

- Bachelor's degree in Accounting, required.
- 3-5 years of cost accounting experience, required.
- Experience, and other training or certification may be substituted for education.

#### Skills

- Highly Proficient Microsoft Office knowledge and skills.
- Extensive General Ledger systems knowledge.
- FAMOUS software knowledge is highly preferred.
- Excellent leadership and management skills.
- Strong Business acumen, organizational and administrative skills with a high degree of attention to detail.
- Proven problem-solving skills, especially within a highly innovative environment.
- Strong analytical, critical thinking skills, and proactive thought leadership.

#### Miscellaneous:

- Reports to: Director of International Finance



- Supervisory responsibilities: *No*
- Status: *Exempt*

#### Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will be exposed to a typical office environment — prolonged periods sitting at a desk and working on a computer.