Senior Staff Accountant

Function: The position will perform advanced cost accounting analyses associated for both Precious Plate and Precision Process.

Essential Duties and Responsibilities:

- Sr. Staff Accountant for Precious Plate and Precision Process
- Will work to ensure proper cost allocation and accuracy, intercompany transactions, and inventory valuation.
- Assist with yearend audits and month end close.

Specific to Precious Plate:

- Will participate in period end closing processes
- Assist in the annual audit while providing support for quarterly bank audits
- Maintaining and reconciling general ledger accounts
- Will perform ad-hoc financial analysis as requested
- Assist in improving the existing inventory management system
- Manage the monthly raw material counts and weekly consumable billings based on FIFO inventory concepts
- Will be involved in the setup of the new sister company to Precious Plate

Specific to Precision Process:

- Assist in monitoring projects for profitability
- Maintaining and reconciling general ledger accounts
- Work to develop inventory tracking system

Knowledge, Skills and Abilities:

- Bachelor's degree in Accounting
- Must have strong knowledge of GAAP Principals
- 2 years accounting experience years in a manufacturing setting preferred
- Experience operating in a S Corp environment
- Demonstrated advanced Microsoft Excel skills and ERP experience
- Ability to effectively work independently and meet deadlines
- Strong attention to detail and organizational skills
- Demonstrates excellent interpersonal skills along with excellent verbal and written communication skills.