

Job Description – Manufacturing Reporting/Cost Accountant

Requirements:

- University degree in business / accounting
- Minimum 4 years' experience in cost accounting
- Minimum 3 years' experience in manufacturing reporting, budgeting and analysis
- Computer abilities: SAP (costing module) and Microsoft Office and Excel
- Advanced English language skills required; Polish desired
- Excellent verbal and written communication skills
- Ability to handle multiple activities successfully
- Teamwork
- Proactive, details oriented, accurate and analytical thinking
- Availability for traveling (mainly to a Poland plant site)

Responsibilities:

- Responsible for operation reporting for the plants in Germany and Poland;
- Assisting in the implementation and upgrade of an SAP ERP system;
- Develop and ensure standard cost calculations beginning of each fiscal year and new parts as needed basis;
- Provide recommendations and information regarding financial issues, focused on cost savings matter and manufacturing variance analysis;
- Active participant in the month-end close process with closing in 3 working days; responsible for accruals preparation, purchase price variance analysis, and obsolete and warranty reserve;
- Support Finance Manager for Plan and Projections during the year by being an active participant in the preparation and input into appropriate system;
- Prepare the budget file at cost center level, uploading and accuracy of plan/projection information on reporting system;
- Prepare monthly reports analyzing the actual to plan/projection of all manufacturing expenses to ensure a realistic overview of the results;
- Provide analysis for Inventory and Capital expenditure; obsolete reserve preparation/review; depreciation forecast and Capital Investment preparation;
- Material master data management for costing into SAP;
- Any other activities as required by direct supervisor.