

## **THE COMPANY**

The company is a large privately held manufacturer of branded and private label nutritional and dietary supplement products. These nutraceuticals are produced and distributed to major retail and club chains throughout North America. The corporate headquarters and manufacturing operations are located in the North Dallas area of Texas. The company has earned a reputation and is committed to making the highest quality products possible and providing world class customer service.

## **THE POSITION**

The Staff Accountant will be responsible for all monthly reporting packages, included but not limited to:

## **PRIMARY RESPONSIBILITIES**

- Maintaining the GL
- Assist with System Implementations
- Create Crystal Reports and Develop Queries in Sage X3 V8 and SEI
- Physical inventory and cycle count inventory control process and procedures
- Record interest accruals, debt service payments and escrow account activity for assigned loans
- Perform ongoing detailed review of general ledger and tie/reconcile to supporting schedules
- Monthly, quarterly and annual close process-- ensuring close deadlines are met.
- Process year-end closing involving financial statements, balance sheets, general ledger details, journal entries, accruals and accompanying schedules
- Prepare and review journal entries for accuracy and compliance with company policies, financial sections and loan agreements
- Prepare/review income statements at month-end / year-end for all transactions on assigned projects, research variances and resolve issues
- Develop cost standards and maintain BOM's

## **THE CANDIDATE**

The ideal candidate will possess the following:

- Bachelor's degree in Accounting
- Cost Accounting, Implementation Experience
- Minimum 5 years' experience in Manufacturing Accounting
- Ability to manage multiple tasks, meet deadlines and respond to requests on a timely basis
- Strong analytical skills
- Excellent attention to detail and accuracy
- Advanced Excel
- Sage X3 Financial Software a plus

## **COMPENSATION AND BENEFITS**

The base salary is highly competitive, consistent with the candidate's qualifications. The company also provides benefits expected of a tier one company.