

Rogerson Aircraft Corporation
POSITION DESCRIPTION

COMPANY: Rogerson Aircraft Corporation
TITLE: Staff Accountant
DEPT: 1510, Finance Administration
FLSA: Salaried, Exempt
REPORTS TO: Corporate Accounting Manager
**PREPARED/
 UPDATED ON:** 06/24/2016

PURPOSE:

Under general supervision of the Corporate Accounting Manager, the Staff Accountant provides accounting and financial analysis expertise to prepare journal entries, account reconciliations, and standard product cost and expense variance analysis used to prepare financial statements and report metrics. This position also assists with other duties to be determined as office operating priorities change.

SPECIFIC DUTIES

- Utilize automated accounting systems to prepare journal entries and performing account reconciliations.
- Utilize automated accounting system data and excel models used to analyze sales price, volume, mix and standard cost/project cost variances.
- Provide financial leadership and oversight over the monthly cycle counting process and taking of the year-end inventory.
- Miscellaneous/incidental tasks and assignments as directed by Supervisor

MINIMUM QUALIFICATIONS:

Education: Bachelor's degree in Accounting.

Experience: Minimum two years related experience in General Accounting, preferably in a manufacturing environment utilizing standard cost accounting.

Knowledge and Abilities: Ability to apply accounting expertise and advanced proficiency in Microsoft Excel will be required. Must demonstrate a high degree of accuracy with attention to detail. Experience in the following programs preferred:

Excel

PowerPoint

Access Data Base

ERP systems

*Rogerson Aircraft and it's subsidiary companies are an equal opportunity employer.

Signature

Date