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# Example of Cost Accounting Analyst Job Description

Our company is searching for experienced candidates for the position of cost accounting analyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for cost accounting analyst

* Monitoring Inventory located on site and at 3rd Party Locations
* Actively participating in Quarterly Forecasting
* Actively monitoring all Cost of Goods Manufactured expenses
* Assist as needed with other analysis ad­hoc projects
* Partner with Store Managers, Loss Prevention and Retail Operations teams as necessary to ensure inventory controls are in place for the proper handling to prevent shrink and damages
* Schedule and organize the companies’ three annual physical inventories
* Manage and coordinate the physical inventories
* Analyze and research physical count discrepancies
* Research daily inventory adjustments between sub-ledgers (PKMS and IP)
* Maintain monthly reporting store to store transfers and unsellable damages

## Qualifications for cost accounting analyst

* Exposure to Hyperion Financial Management software
* Strong interpersonal skills with proven ability to build and maintain internal / exiternal relationships
* Ability to work well as part in a team environment
* Passion for problem solving and continuous improvement
* Professionally present to large groups
* Bachelor’s Degree in Finance, Accounting, or a related field required (or equivalent combination of education and experience)