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# Example of Cost Accounting Job Description

Our company is searching for experienced candidates for the position of cost accounting. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for cost accounting

* Performing periodic inventory or cost analysis to support new product development or production planning requirements
* Maintain product standard costs
* Assists with forecasting project costs for company-wide new product initiatives
* Assist with coordinating and executing an adequate plan for the control of operations specific to cost accounting
* Organize and direct systems and procedures to ensure accurate and timely completion of accounting reports including monthly, quarterly, and year end closes
* Prepare or review inventory market analysis
* Validate accuracy of inventory balances and costs in all systems
* Serve as a liaison between the tax department for sales & use, property, and other local tax returns as applicable
* Responsible for monitoring all inbound freight transactions including ship mode
* Provide accounting guidance to team and Business Finance partners

## Qualifications for cost accounting

* CPA, MBA or MS in accounting highly preferred
* Identify and implement process improvements at the department level (e.g., efficiencies gained by aligning work streams)
* Lead the resolution of complex issues and ensure timely communication of issues to key stakeholders
* Directly manage a team of direct reports, including mentoring and development
* Support regulatory and other external requests for information regarding the cost model
* Provide guidance to direct reports in the process of researching and resolving issues