



**West Coast Quartz** is a world leader in the manufacturing of quartz and silicon products for the semiconductor and solar industries with headquarters in Fremont, California. Due to heightened demand for our products, we are looking for a candidate to join our fast paced, energetic company as a:

## **COST ACCOUNTANT**

The competitive candidate must be highly motivated, self disciplined, a fast learner with a professional demeanor, able to manage multiple tasks, flexible, and must possess a working knowledge of job shop/work order costing and inventory control. This person will have the potential to grow with our company.

### **Responsibilities include:**

Perform day-to-day Job Cost Accounting including analysis of Mfg work orders on a “daily” basis to ensure accuracy and completeness related to material, labor, and overhead.

Perform work order and project cost analysis to determine job profitability and variance reconciliation.

Maintain accurate cost data for labor, overhead and other related manufacturing costs.

Monitor inventory transactions and verify recognition of inventory flows to each work order.

Assist Controller to provide internal controls and reconciliations necessary to ensure compliance and data integrity.

Assist Controller to maintain accurate inventory valuation of raw materials, WIP, and finished goods inventories.

*The position is not limited to the list above and employee may be required to take on additional responsibilities as needed.*

**Requirements:**

Bachelor's Degree in Accounting (CMA or CPA a plus, but not required).

Three to five years of progressive experience in manufacturing cost accounting and inventory control.

Must have experience in ERP Accounting systems, Epicor Vantage experience a plus.

Knowledge of GAAP as it pertains to inventory valuation and control.

Strong research and data analysis skills.

An assertive personality with a strong bias for action and results-orientation.

Tackles tough problems with firm deadlines.

Ability to allocate time and resources efficiently, focusing on ever-shifting priorities in a fast paced environment.

Self-motivated and can work with limited supervision.

Proactive and continually seeks ways to improve individual/team efficiency.

Ability to simplify complex issues.

Ability to effectively communicate across functions and with all levels of the organization.

Proficient in Excel.

**\*Please respond to [jobs@wcq.com](mailto:jobs@wcq.com) in Word format ONLY\***

**West Coast Quartz is an equal opportunity employer**