

Project Cost Accountant – Industrial Systems Division

Hands-on accounting professional responsible for the oversight of all project related financial transactions according to project cost accounting methodologies.

Job Description:

- As part of the Project Management Team, will review, approve and manage all project related expenses from proposal through payment to ensure carried out in accordance with budget, schedule, project terms and conditions as well as all other relevant internal and external procedures and regulatory requirements.
- Generate and submit all invoices to customers on time and track until payment received.
- Monitor project task completion as well as purchasing and material control activities to ensure accurate completion according to schedule and budget.
- Make certain the services of all project subcontractors, fabricators and vendors are retained in accordance with project budgets and schedule requirements and in compliance with all Company and customer operating guidelines, protocols and contractual requirements
- Complete understanding of each project's contract, budget, and schedule details to ensure all project-based expenditures are processed in accordance with established procedures and project budgets and schedules.
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- Prepare applicable weekly/monthly/quarterly/ annual reports for management on key project-based criteria such as P&L, cash flow and performance against budgets as well as accounts payable and accounts receivable aging.
- Work with sales team pre-sale to fully understand project scope and approve pricing and budget.
- Monitor and reconcile applicable GL and balance sheet accounts and activities to ensure proper transactional flow and accurate recording at the project, GL and P&L level
- Optimize use of the ERP (MS AX) system

Essential Skills

- Degree in Finance, Accounting or other related discipline
- Minimum five (5) years of experience in an accounting role for a manufacturing company with at least three (3) years of project accounting experience.
- Proficiency in the use of an ERP or MRP system

- Sound knowledge and understanding of cost accounting principles and methodologies
- Capable of thriving in a fast paced, demanding environment and effectively communicating with customers, vendors and employees at all position levels.
- Must be able to quickly assess project status and take appropriate action to control expenditures, adhere to budgets, maintain a positive cash flow and achieve desired gross margins.
- Skilled in MS Office Suite
- Well defined organizational and time management skills coupled with the ability to operate independently and apply problem-solving skills with minimal guidance by management.

Non-Essential Skills:

- MBA, or equivalent advanced Degree
- Familiarity with MS AX ERP systems
- Experience with MS Project
- Prior experience working for a Government subcontractor and familiarity with FAR and DFAR Accounting regulations

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