



Looking for a dynamic Cost Accountant to join our team in Dorchester, Ontario!

An innovative company with an entrepreneurial spirit, Armatec was established in 1997 and has established itself as a significant player in the defense survivability market. Our products are instrumental in saving soldiers' lives around the world and we continually strive for innovation and product excellence.

Armatec offers a competitive compensation package with a comprehensive group benefits program. Cafe and gym onsite for your convenience at low cost to employees.

General Description:

The Cost Accountant will be responsible for all aspects of costing related matters, including expense accounts analysis, Job Order administration and analytics, Reporting, internal stakeholder's follow up and liaising with internal production team leaders, SCM staff. Will handle all aspects of costing- and profit margin relevant accounts with daily price calculations, reconciling inventory-, material and job order discrepancies. Will manage all costing- and inventory reconciliations and adjustment entries. Assist AP-/ AR accountant with job invoice costing related duties. Assist Director, Business Administration with account reconciliations, accruals, inventory material accounts analysis and other special projects. Respond to external and internal customer pricing enquiries, while maintaining audit safe and proof relations. This position requires a self-starting, responsible and experienced team member for a fast-paced environment.

Essential Duties:

The duties associated with this position include, but are not limited to:

General Ledger Accounts

- Generate reports and analyze data in Made 2 Manage (M2M)
- Code and enter adjustments in M2M upon direction and approval
- Follow up, collect and allocate Job orders
- Run Costing reports to ensure compliance according to specific deadlines
- Monitor material and inventory accounts details for any irregularities
- Research and resolve account discrepancies
- Process Month End Reports
- Process Calculations for enquiries issued by customers
- Initiate and follow up Job Order summary efforts on delinquent accounts
- Accounts Receivables
- Review all project and program gross margin data
- Analyze information and prioritize corrective action according to improvement potential and contract terms
- Government Property Inventory processing
- Maintain requests
- Match logistical inventory integration to Finance data
- Obtain proper compliance
- Distribute auditing requirements as needed, i.e. prepare for external auditors
- Reconcile Material and Customer Inventory statements, research and correct discrepancies
- General Accounting Duties

- Maintain files and documentation thoroughly and accurately in accordance with company policy and accepted accounting practices
- Assist with period end / month end closing
- Manage audit proof standard price and all calculation reconciliations
- Manage sales-, spares and standard price calculations by analyzing budgets and verifying corresponding documentation
- Comply with the Company Health & Safety rules and regulations in accordance with the Act
- General administration support as required
- Other duties as required

Prerequisite Skills and Qualifications:

- 5 years working experience in the field; primarily handling cost accounts and logistic integrated General Ledger accounts
- Certified CA designation an asset, but not required
- Mechanical Engineering basic knowledge such as reading drawings an asset, but not required
- Advanced proficiency in Excel and working knowledge of ERP systems (Aptean-M2M)
- Excellent service skills
- Ability to perform in a teamwork setting with multiple competing demands as well as work independently as required
- Exceptional attention to detail
- Good written and oral communication skills
- Excellent problem solving skills

Armatec is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status or any other prohibited ground of discrimination.

We are committed to providing an inclusive and barrier-free work environment, starting with the hiring process. If you need to be accommodated during any phase of the evaluation process, please advise us and we will do our best to support you. All information received in relation to accommodation will be kept confidential.

We appreciate your interest in Armatec, however only those chosen to move forward in the recruiting process will be contacted regarding this position.