



Cost Accountant – Manitowoc, WI

GENERAL SUMMARY:

Responsible for the accurate and timely costing of Lakeside products. Responsible for certain custom processing invoicing along with financial analysis.

PRINCIPLE DUTIES AND RESPONSIBILITIES:

Specifically responsible for accuracy, timeliness, analysis, format, reporting and the filing of the following:

- **Cost Accounting:** Help implement the cost schedule and the use of correct costing systems and methods.
- **Monthly Close:** Help implement the monthly close schedule and then work within it.
- **Fiscal Close:** Help implement the fiscal close schedule and then work within it.
- **Budgets:** Help implement the budget schedule and work within it.
- **Projections:** Help implement the projection schedule and work within it.
- **Profit by Product:** Help implement the profit by product schedule and the use of correct accounting system and methods. Responsible for specific numbers in the cost accounting area.
- **Income Statement:** Responsible for specific numbers of the cost of goods sold.
- Perform special projects and duties as assigned.
- Provide backup to other accounting and financial projects.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

- Associates Degree in Accounting or higher
- 5 or more years of experience in Accounting field
- Working knowledge and experience with Accounting systems and spreadsheets
- Intermediate to advanced proficiency in Excel, understanding how to navigate a spreadsheet and use of the data manipulation tools.
- Experience in writing queries to develop reports
- **Ethics and Integrity:** Possesses strong set of core values and beliefs, consistent with social, ethical and organizational principles. Confronts unethical situations.
- **Perseverance:** Demonstrates persistence and employs alternate behaviors in the face of events that interfere with plans and schedules. Meets deadlines. Follows through to get things done without need for reminders.
- **Problem Solving:** Gathers and analyzes information, identifies goals, explores and selects solutions, implements an action plan and evaluates results.
- **Technical Skills:** Demonstrates the knowledge and abilities to perform required job elements to established standards. Remains current regarding developments and trends in areas of expertise.

- **Time Management:** Allocates time efficiently to the most important issues and knows what not to spend time on; completes work in a timely fashion.
- Ability to sit, stand, or stay in one place for extended periods.

TEAMWORK AT LAKESIDE (TAL):

Through individual and team efforts, enthusiastically work toward the continuous improvement of his/her job, work area, department and Lakeside as a whole. Fully participate in TAL by “living” Lakeside’s Standards of Conduct and being an active member of operational and project teams. By action and work, clearly and visibly demonstrate the spirit of teamwork, cooperation and respect for others in all business transactions and exchanges.

WORK ENVIRONMENT:

Normal office environment, where there is no physical discomfort or hazards due to temperature, dust, noise or the like.

WORKING CONDITIONS:

Normal office environment, where there is no physical discomfort or hazards due to temperature, dust,
noise or the like.

This position will pay a wage negotiable based upon knowledge, experience, skill, and work ethic. This position also includes a full benefit package.

Interested applicants should contact:
Lakeside Foods, Inc.
Attn: Human Resources Administrator
808 Hamilton St
P.O. Box 1327
Manitowoc, WI 54220
or e-mail: lakeside@lakesidefoods.com

An Equal Opportunity Employer