



Job Description
Accounting Specialist
Accounting Department

Location: Norwalk, CT

King Industries is actively seeking to hire an Accounting Specialist to work within the company's accounting department. Candidates should have strong analytical and problem-solving skills. Applicants should have solid financial accounting experience as well as budget and financial forecasting experience, exposure in a manufacturing environment preferred. A Bachelor of Science (BS) degree in Accounting with a minimum of ten years of experience is required. Sage, Excel and other general ledger software experience is required as well.

1. Skills Required:

- Self-starter with excellent organizational and analytical skills, who can work independently.
- Strong computer skills, including SAGE, Excel, Quicken, etc.
- Financial statement preparation and analysis.
- Budget and financial forecasting experience.

2. Education and experience requirements:

- BS degree in Accounting.
- Diversified accounting experience in a manufacturing environment preferred.
- General ledger and account analysis a must.

3. Duties and Responsibilities:

- Develops and administers annual corporate budget.
- Prepare quarterly financial statements and tax information.
- Provide information for various quarterly tax compliance filings.
- Prepare monthly cash flow reports.
- Maintain fixed asset records and subsidiary schedules, including depreciation expense on a monthly and quarterly basis.
- Maintain annual statement of fixed asset values for insurance purposes.
- Prepare annual personal property taxes for the Cities of Norwalk and Waterbury.
- Compile monthly inventory counts, reconciliations and costing.
- Compile quarterly inventory values on a LIFO basis for book and tax purposes, including a LIFO reserve.

- Maintain product cost make-ups for costing and inventory purposes.
- Handles material costing, materials consumed, and production reporting of products.
- Allocate raw materials/resale purchases to company divisions and maintain product line profitability analysis.
- Maintain annual company cost structure.
- Prepare various schedules and reports for book and tax purposes (such as deferred taxes, state apportionment factors, etc.) required by the public accountants for the year end audit.
- Maintain schedule of leased equipment for tax purposes.
- Prepare various annual census reports when requested by the federal government.
- Exposure to CT sales tax regulations.
- Serve as an internal auditor in Company management systems.
- Participate in Company wide effort to promote quality assurance in compliance with ISO 9001, ISO 14001, & ISO 45001.

To apply, please submit your cover letter and resume to careers@kingindustries.com.