

<b>Job title</b>	<i>Chief Accountant</i>
<b>Reports to</b>	<i>Controller</i>

### **Position Summary**

You will be a key player in providing financial information to all levels of the organization through tasks such as period/quarter end reporting, weekly cash forecasting, monthly bank certificates of compliance, fixed asset tracking and management, annual property tax returns, and annual tax and audit preparation. This role will help enforce internal controls and ensure timely financial statements are prepared and published in accordance with GAAP.

### **Chief Accountant Duties and Responsibilities**

- Assist Controller with period-end close
  - Production jobs properly closed and reconciled
  - Journal entries
  - Accruals
  - Intercompany and related party invoices
  - Assist in the preparation of Consolidated Financial Statements
  - In-depth analysis of period results to budget and/or forecast
- Reconcile various general ledger accounts
- Provide support documentation for all audits
- Track and record all dollars related to R&D for annual tax credit
- Fixed asset management
- External reporting to our co-manufacturing partners on an as needed basis
- Help approve and maintain procedures for new customer/vendor onboarding
- Annual property tax statements
- Compile customized data for analytical and management reporting purposes when needed
- Work closely with Financial Planning & Analysis team, including supply chain and operations finance lead, to ensure holistic understanding of cost drivers and variances and impact
- Willingness to work with other departments and accept assignments outside of primary role

### **Qualifications**

- Bachelors' degree in Accounting and/or Finance required
- Minimum five years accounting experience in a manufacturing setting
- CPA or CMA Preferred
- Fundamental knowledge of GAAP
- Prior ERP system experience required
- Proficiency with Microsoft Office applications (Excel, Word, Power point, Outlook, Teams) and familiarity with Power BI
- Team player with a positive attitude and a focus on learning with a continuous improvement mindset

### **Benefits**

- Competitive Salary
- 401(k) Retirement Plan
- Paid Vacation
- Insurance (Health, Dental, Vision)
- Bonus Plan

## **Why Hudsonville?**

At Hudsonville Ice Cream, we offer a first-class work environment with a real family feel. We appreciate and recognize the hard work, and dedication of our team members. We firmly believe that our employee's fiscal, physical, and mental health are essential elements to our organization's overall success. It is with this philosophy in mind that we offer a competitive wage and benefits package that starts day one. Moreover, Hudsonville Ice Cream is committed to its team members continual growth and development.

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