

Cost Accountant

About Albea & the Product line that is recruiting

Albéa is a global leader in beauty, personal care, oral care, pharmaceutical and food packaging. Our site, Albéa Querétaro is specialized in Laminate Tubes for Oral Care, Hair Care, Cosmetics & Pharmaceutical Markets.

Scope

Responsible for analysis, control and monitoring cost processes, according to internal and external regulations. Maintain control of standard and real costs, inventory control and participation in the budget process.

Main activities

- Timely and accurate preparation and maintenance of the cost of all products.
- Provide internal financial control.
- Support the activities of the Plant Controller.
- Efficient and effective support in controlling the cost responsibilities of the Production department.
- Report management and analysis.
- Daily entries, scheduling and revisions at the end of the month.
- Accurate accounting in reconciliations.
- Development of budgets and projections.
- Compliance with legal and company policies, as well as support for business initiatives.
- This description reflects the essential functions of the job for performance evaluation purposes. It should not be construed as a detailed description of all the job's employment requirements and shall not be assigned to the position solely responsible for all the functions described.
- Annual update of standard costs.
- Review and closing work orders, including the application of hours worked and extra costs.
- Prepare and monitor the cost of what is sold.
- Prepare monthly report of variations in raw material costs.
- Prepare monthly analysis of variation in work orders of direct materials, direct labor and extra costs.
- Finance representative at the Quality Council boards.
- Key participant in the Product Cost Planning Team.
- Reports of tubes produced and shipped.
- Sales margin variation analysis report.
- Reconciliation of inventory accounts and inventory reservations.
- Reconciliation of bank accounts.
- Reconciliation and troubleshooting with Inter-company accounts.
- Participate before, during and after audits so that they arrive at full time expeditiously.

- Diaries at the end of the month.
- Research of variations in significant accounts and results at the end of the month.
- Respond and participate in situations required by management.
- Participation in CI, EHS functions.
- Participation in the B-WISE internal control process.
- Electronic banking activity when required.
- Actively participate in all "Lean to Win" (LTW) activities to which you are summoned.
- Provide the necessary information to analyze and quantify the results achieved by CI, according to the methodology established for this purpose.

Accountability including KPIs

Ensure the accuracy of analysis, control and monitoring cost processes

Maintain control of standard and real costs

Monitoring Inventory controls

Profile (Experience & qualifications)

Bachelor's degree in Business Administration with specialization in Accounting or Finance, CPA or desirable MBA.

Desirable English.

FUNCTION

Finance- Accounting - Audit

LOCATION

Queretaro

APPLICATION EMAIL ADDRESS

jobs.queretaro@albea-group.com

TYPE OF CONTRACT

Permanent

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budget process.