



Accounting Manager

Tecstone Granite-Columbus, OH

Who we Are:

Tecstone Granite – based in Columbus OH – is one of the largest Granite Monument wholesalers in the USA. Established in 1987, it has an exciting and strong family culture and sense of passion towards excelling in everything it does.

It is the Finance Department's ultimate responsibility to present the Financial Reports on a Weekly/Monthly/Annual basis and to ensure the accounts are accurate and completed on-time in accordance with the financial reporting calendar.

The Role and Essential Functions:

The Accounting Manager will report directly to the CFO and is an essential part of a financial team. They will be responsible for overseeing organizational systems for gathering data, analyzing information, confirming the accuracy of their staff's reports and provide recommendations for improving accounting methods.

It is important that the Accounting Manager understands all types of financial operations at a company and how they work together including budgeting, debts, assets, cash, forecasting, payroll, bank statements, treasury, capital assets and revenue analysis.

- Prepare and/or review appropriate ledger entry reconciliations and maintain the general ledger system
- Prepare monthly, quarterly and annual financial statements, assisting with regulatory reporting as applicable
- Responsible for coordinating the budget process
- Research accounting issues for compliance with generally accepted accounting principles (GAAP)
- Responsible for tax planning throughout the fiscal year; files annual tax return
- Audits accounts to ensure compliance with state and federal regulations; coordinates with outside auditors or CPAs to prepare for external audit
- Presents recommendations to management on short- and long-term financial objectives and policies
- Perform other duties as necessary

Required Skills/Qualifications

- 10 years or more of related experience required
- Finance supervision or related management experience preferred
- Familiarity with manufacturing industry and KPI's

- Knowledgeable of GAAP accounting rules and standards
- Bachelor's degree in Accounting or Business Administration required
- Master of Business Administration (MBA) preferred
- Certified Public Accountant (CPA) designation preferred
- Proficient in accounting and tax preparation software
- Proficient in Microsoft Suite or similar software

THE GOLD STANDARD OF GRANITE MONUMENTS

Tecstone Granite USA, Ltd.

2400 Landmark Way
Columbus, OH 43219-3658

Tel 614 471 0660
Fax 614 473 9957

Toll Free 1 800 562 0777
Toll Free 1 888 GRANITS

mail@tecstonegranite.com
www.tecstonegranite.com



Tecstone Granite USA Employee Values

- We are punctual,
- We are reliable [we're on time for meetings, etc.]
- We are extremely organized! We know that organization and prioritization of our work is key to being Highly Effective!
- We are Smart, Hungry to learn and Humble
- Driven and passionate
- We are highly motivated, enthusiastic and take the initiative
- We place honesty and integrity at the core of your beliefs
- We love to give 'fanatical' customer service
- We have an aptitude for excellence!
- We're always looking for ways of doing things better. We operate in an environment of continuous improvement!
- We possess a Positive "Can Do" attitude, even when under pressure
- Our work area is tidy and well organized at all times through the day

Work Environment/Schedule

This job operates within a professional office environment. While performing the duties of this job inside the office, the employee is frequently exposed to normal working conditions.

- Monday – Friday
- 8:00am- 5:00pm or as determined with the CFO
- In addition, some weekends or evenings may be needed around critical times of the month or year

If interested, please contact Emily Keifer, HR Coordinator, at Emily.keifer@tecstone.com or 614-471-0660 EXT 1000.

The successful candidate must pass a pre-employment background check and drug screen.

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