

# Cost Accounting Management: Supervisor, Cost Accounting

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Allocates costs, collects data, and prepares reports that maintain the company's cost accounting system. Ensures that costs are allocated according to established procedures. Gathers historical cost data on such activities as material purchases, labor, equipment depreciation, repairs, assembly, operating expenses, etc. Investigates cost structures for new and existing areas of the company. Prices new services or products by developing unit costs and projecting expenses. Prepares reports that compare budgets with actual expenses. May prepare existing or projected profitability analyses. May recommend, design, or develop revisions to the cost accounting system.

## **Management Role**

Accomplishes tasks mainly through direct supervision of non-exempt and entry-level exempt employees.

## **Policy and Strategy**

Directs daily operations of work area.

## **Freedom to Act**

Assignments are largely established in accordance with schedules and deliverables. Work is reviewed for accuracy and completeness.

## **Impact**

Decisions have a direct impact on work unit operations. Erroneous decisions or recommendations or failure to achieve results might cause delays in schedules.

## **Liaison**

Interacts daily with subordinates and/or peers within similar and/or related functions primarily for the purpose of presenting and exchanging information.

## **Minimum Education and Experience**

Bachelor's Degree in Finance, Business or related field and 5+ years of diverse professional experience in all areas of Finance, which may include 1+ years previous lead or supervisory responsibilities.