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## Cost Accountant Resume

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### Job Objective

Seeking to obtain a Cost Accountant position with an organization where I can utilize my accounting skills and be an asset to the employer.

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### Highlights of Qualifications:

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- Excellent ability to prepare reports and business correspondence
  - In depth knowledge of standard cost and inventory management
  - Excellent working knowledge of cost accounting
  - Strong knowledge of query, reporting and data analysis tools
  - Remarkable ability to calculate figures and amounts such as discounts, interest, commissions, and percentages
  - Excellent written and verbal communication skills
  - Ability to understand and follow written and verbal instructions
  - Strong organizational, problem-solving, and analytical skills
  - Ability to work independently and as well as a member of the team
  - Trustworthy individual with strong ethics and integrity
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### Professional Experience:

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Cost Accountant, August 2005 – Present  
Bescast, Inc., Picayune, MS

- Generated month-end cost inventory reports and analyzed as requested by management.
- Ascertained that journal entries were organized to accurately report raw material.
- Performed monthly test counts to verify accuracy of inventory balances by analyzing inventory for slow moving inventory.
- Suggested inventory dispositions or adjustments to reserves.
- Analyzed the purchase price variance account and performed standard price cost updates as necessary.
- Reviewed the budgeted overhead calculation and assisted manufacturing with estimating costs for new and revisions to products.

Cost Accountant, May 2000 – July 2005  
The Mergis Group, Picayune, MS

- Assisted with management of all accounting functions (accounts receivable, accounts payable, payroll, and purchasing).
  - Prepared and analyzed specific accounting statements and reports.
  - Assist with preparation of financial statements, tax reports, and other internal and external reports as required.
  - Prepared, researched, resolved, and computed recurring and reversing journal entries; and reconciled all bank accounts.
  - Coordinated with other departments to achieve cost planning targets.
  - Analyzed monthly operating performance and profit projections for reporting and developing action items.
  - Participated in closing process such as journal entry preparation on monthly and annual basis.
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### Education:

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Bachelor's Degree in Accounting, University of Baltimore, Baltimore, MD

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