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### **JOB DESCRIPTION**

<b>Position Title:</b> Senior Staff Accountant	<b>Department:</b> Finance
<b>Location:</b> Canton	<b>Skill Level:</b> NA
<b>Classification:</b> Exempt	<b>Date Reviewed by HR:</b> 7/31/2023
<b>Date Approved:</b> 7/31/2023	<b>Approving Manager:</b> Melissa Grubbs

#### **Company Overview**

Universal Alloy Corporation (UAC) is a global leader in the manufacture of aerospace products. UAC supplies aircraft manufacturers and their subcontractors worldwide and has served the aircraft industry for over four decades. UAC specializes in 2000- and 7000-series alloys and offers a full range of alloys and tempers that can be tailored to a customer's particular application.

#### **Essential Duties and Responsibilities**

- Exercise and promote safety
- Maintain reports tracking financial results against budgets, forecasts, business cases, etc.
- Work with leaders across the business segments to provide monthly expense and operational reports
- Create various ad hoc reports and performs analysis as required
- Demonstrate ability to work in a team environment that requires quick turnaround and attention to detail
- Develop a deep and holistic understanding of all the Company's data sources
- Cash management and forecasting liquidity
- Other duties as assigned

#### **Qualifications**

- Minimum Education: Bachelor's Degree in Accounting or Finance
- Minimum Experience: minimum of 2 year's experience; prior Public Accounting experience is a plus
- Certifications Required: None
- Inventory experience is a plus

#### **Knowledge, Skills, and Abilities**

- Communication Skills: Ability to effectively listen and communicate ideas and thoughts to others; able to assimilate ideas originated by others



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- Computer Skills: Excel financial modeling, advanced MS Office with an emphasis on Excel pivot tables and database tools
- Reasoning Skills: Ability to carry out and communicate written and/or oral instructions

### **Working Conditions**

- Schedule: 1<sup>st</sup> shift

### **Safety**

All UAC employees must know and follow job safety procedures, attend required health and safety training, proactively promote safety at work, and promptly report actual and potential accidents and injuries. Employee must understand the PPE and wear it properly.

### **Equal Opportunity and Reasonable Accommodation**

UAC is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. UAC is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact the Human Resources department at 770-479-7230.