Company Overview

Tusco Display (www.tuscodisplay.com) designs and manufactures custom retail displays, store fixtures and contract fabrications. Our 75-person company is known for speed and reliability. Located 15 miles south of New Philadelphia, our 105,000-square-foot, ISO9001:2015-registered, tobacco-prohibited manufacturing and engineering facility in Gnadenhutten, OH supports our North American clientele.

What's important to us?

Tusco Display Core Values:

- **Respect:** We build respectful relationships.
- **Accountability:** We hold ourselves accountable and our partners accountable.
- **Initiative:** We think ahead and move ahead.

Quality Policy: Tusco continuously improves how we understand and meet expectations for our associates, clients, communities, government & regulatory agencies, shareholders and vendors.

Quality Objectives: On-time. On-spec. On-budget.

Primary Accounting Manager Duties:

We seek a business partner who sees beyond day-to-day and monthly reporting duties to provide data-driven insights into business risks and opportunities. The Accounting Manager will plan, direct, and execute daily accounting operational functions and present accurate financials in a timely manner at the close of each month. This role will support operational leadership with job costing analysis and should be process improvement focused.

This career opportunity offers part-time flexibility with full-time respect. We support a combination of in-person and remote work. We offer an excellent opportunity for someone who may have taken a step back from their career and wants to resume work or someone looking to scale back from full-time (or more) hours.

Salary: $52-$75k + Benefits (~30 hours a week) based on experience and skills. **Position Type:** Exempt

Report to: Chief Executive Officer

Primary Responsibilities:

- Oversee day-to-day financial operations, including but not limited to accounts payable, sales to collections cycle, credit approval, and cash management.
- Manage Accounting Assistant who administers daily transactional processes.
- Support HR Manager who manages payroll and 401k administration.
- Prepare analysis and make accurate and timely monthly/quarterly Sales Tax, Use Tax and Commercial Activity tax filings.
- Work with banks and outside accounting firm as needed.
- Handle monthly closing and reporting, inclusive of booking journal entries, balance sheet reconciliation, variance analysis, and scorecard preparation.
- Lead annual budgeting process inclusive of capital expenditure and cashflow planning.
- Assist with special projects and analysis as assigned by CEO.

Qualifications/Skills:

- Minimum seven years general accounting experience required
- Manufacturing accounting and/or cost accounting experience preferred
- Excellent Microsoft Excel skills (v-lookups, SUMIFS, concatenates, Pivot Tables) a MUST
- Strong computer systems skills – experience with ERP systems preferred
- Strong analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Detail-oriented and highly organized

Education & Experience:

- Bachelor's degree in accounting or finance
- Minimum seven years general accounting experience
- Advanced certifications, e.g., CPA, CMA, preferred

Benefits Available to Employees working a minimum of 30 hours per week:

- Medical – family and single plans
- Quarterly company contributions to HSA account to underwrite deductible
- Vision
- Dental
- Life
- Paid Time Off (PTO)
- 401k match: $0.25 for each $1 of employee contribution