



HOT JOBS NEWSLETTER

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Business Unit Controller – 2552

Essential Responsibilities

- Oversee all accounts, ledgers, and reporting systems ensuring compliance with appropriate GAAP standards and regulatory requirements.
- Maintain internal control and safeguards for receipt of revenue, costs, and budgets and actual expenditures.
- Oversee all financials; ensure that expenditures are consistently aligned with divisional budgets throughout the quarter.
- Manage organizational cash flow forecasting by working in partnership with the division vice presidents; continuously collaborate with program vice presidents to assess the financial efficacy of program operations and establish finance and administrative systems to support program operations.
- Provide leadership in strengthening internal communications with staff at all levels throughout the organization; create and promote a positive and supportive work environment.
- Coordinate the annual operating budget process including preparing the budget initiatives based upon organizational strategy and goals, creating all departmental budgets from beginning to end, preparation and presentation of detailed analysis for executives and department directors.
- Ensure internal financial control infrastructure follows internal policies and external regulations. Identify relevant best practices for application to the organization.
- Know financial accounting systems, controls and compliance procedures and industry practices.
- Identify information needed to prepare and validate analyses; interpret and draw conclusions from financial information; extract meaning from data by recognizing trends and patterns.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in finance or accounting, minimum of 7 years manufacturing experience, CPA, CMA or MBA

Staff Tax Accountant – 2546

Essential Responsibilities

- Assist with preparation of federal and state income tax returns including all relevant calculations.
- Assist with preparation of quarterly federal and state estimates and annual extension calculations and applicable forms.
- Assist with preparation of sales and use tax returns including all relevant calculations.
- Assist with preparation of property tax returns including all relevant calculations.
- Perform research as needed to ensure compliance with tax laws.
- Provide assistance with tax audits as needed.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting or equivalent, 1-3 years relevant experience, income tax return preparation experience

Tax Accountant – 2454

Essential Responsibilities

- Prepare the quarterly and annual income tax provisions of domestic affiliates.
- Review, or in limited cases prepare, quarterly and annual income tax provisions of foreign affiliates as assigned.
- Act as the HQ tax liaison to assigned foreign affiliates.
- Assist with the implementation of tax technology to streamline processes, automate manual activities, and support continuous improvement initiatives in order to increase efficiencies within the tax department.
- Complete other duties as assigned.

Experience Level

Bachelors degree in accounting, finance or related field, minimum of 2 years of taxation experience

Payroll Analyst – 2522

Essential Responsibilities

- Identify process and control improvement opportunities, with emphasis on global asset management processes (i.e. PP&E, leased assets, goodwill and intangibles), and works with manager to implement the appropriate modifications.
- Maintain accuracy of the general ledger data, with focus on global asset management, by performing recurring, routine and advanced accounting functions.
- Maintain and balances subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolve discrepancies.
- Handle monthly close process, including elimination and consolidation.
- Review and verify accuracy of account balances and classifications with focus on global asset management accounts. Analyzes changes in account balances and makes recommendations to correct errors as appropriate.
- Execute variety of financial reports to communicate results, trends and issues, incorporating statistical and ratio analysis as well as other necessary management accounting review.
- Assist with internal and external audit by analyzing and scheduling general ledger accounts; providing information for auditors.
- Secure financial information by completing database backups.
- Protect organization's value by keeping information confidential.
- Implement and reviews SOX controls.
- Supervise and guide lower-level accountant.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting or related field, MBA preferred, minimum of 7 years progressive accounting experience

Senior Accounting Analyst – 2551

Essential Responsibilities

- Perform the general accounting functions and month-end closing process for complex operating locations serves as the primary point of contact for the company's operating locations.
- Work with locations to meet with company KPIs, 6 PM period closing deadline.
- Use and maintain company accounting, control and reporting systems (Oracle, SAP, JDE, Hyperion, RST, ASP, ARMP, etc).
- Conduct pre / post-closing / reconciliation related conference calls with locations as required.
- Own the monthly closing check-list process: monitors tasks throughout the month, reviews and updates the list timely. Escalates any error, issue, deficiency to the Manager. Reviews location income statement and balance sheet fluctuations (NAM only).
- Explain intercompany out of balance >\$100,000.
- Review monthly COA update for changes impacting her/his locations.
- Solve problems to root cause to prevent a recurrence.
- Compile and submit financial reports on behalf of the business units or locations (tax packages, month-end analysis reports, periodic government reports and other ad hoc requests from the location, business unit or corporate finance functions, reports for tax, for audits) where applicable.
- Drive/book transactions relate to business acquisition and/or divestiture.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting, management or economics, minimum of 3 years accounting, finance, or controlling experience

Senior Auditor SOX – 2488

Essential Responsibilities

- Perform all tasks for completion of SOX audits including the planning and organizing of individual audit assignments, executing fieldwork, documenting testing, communicating audit findings and recommendations and drafting audit reports.
- Interact with Corporate Audit Services, operational, and financial management personnel of all levels across PPG's Strategic Business Units and Corporate functions to complete assigned audits. Prepares/reviews work papers to ensure compliance with established standards and the existence of adequate supporting documentation for the audit work completed.
- Work closely with the external auditor for all SOX audits during planning, fieldwork and reporting to ensure an efficient and cohesive approach on joint audits.
- Prepare audit reports in accordance with established report writing standards.
- Review audit findings, recommendations, and corrective action with audit management and auditees.
- Opine on the adequacy and effectiveness of the systems of internal control.
- Conduct meetings with management upon commencement and completion of the audit to discuss the scope and significant audit issues.
- Develop recommendations for management to improve the adequacy, effectiveness, and efficiency of controls and operations.
- Support the Internal Audit Supervisor/SOX Specialist with the annual SOX plan by assisting with the identification of financial statement risks and key controls for material financial statement line items. Attends training programs and professional association meetings as considered appropriate for the benefit of self and department.
- Complete other duties as assigned.

Experience Level

Master's or Bachelor's degree in finance, accounting, business, or related field, previous audit experience, CPA or CIA preferred

Cost Accountant – 2557

Essential Responsibilities

- Prepare and record monthly COGS and other assigned journal entries and/or month-end closing activities.
- Complete assigned month-end balance sheet reconciliations and roll-forwards including, but not limited to, inventory and fixed asset accounts.
- Review Balance Sheet and Expense trends and research variances, including discrepancy resolution.
- Assist the organization in annual physical inventory and/or cycle count procedures.
- Evaluate standard costing including ERP system preparation and tracking of cost variance to standard costs.
- Provide internal customers accounting support.
- Assist with annual external financial audit.
- Compile and report various government surveys.
- Maintain and/or strengthen internal control framework and to support reliability and accuracy of financial results and maintain compliance with governmental regulations.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting or related field, minimum of 3 years accounting experience

Payroll Analyst – 2502

Essential Responsibilities

- Be responsible for timely, accurate and compliant processing of payroll. Collect, analyze, update and reconcile payroll, timesheet, benefit, and employee data within the Human Resources Information System (HRIS) for accuracy, appropriateness and documentation; research and analyze discrepancies and process appropriate corrections; prepare supplemental payrolls as needed.
- Ensure accuracy of Federal W-4 and state and local tax information entered in the HRIS. Partners with HRIS vendor to ensure quarterly payroll taxes are filed in a timely manner. Manage escalation of complex payroll issues.
- Serve as a liaison with vendors to ensure accurate tax, garnishment, and payroll settlements are processed.
- Be responsible for calculating and processing contributions for company retirement plan in an accurate and timely manner. Provide reporting to accounting department as needed regarding the retirement plan.
- Be responsible for accurately reporting payroll and benefit expenses to accounting on a general ledger interface.
- Create and maintain employee files and supporting documentation; respond to audit reviews and inquiries; responsible for following record retention schedule and compliance.
- Generate ad-hoc queries and reports as needed.
- Ensure that data is entered and/or transmitted properly between various applications and systems as required.
- Support the administration of the open enrollment process which includes review and preparation of benefit communication materials, update and prepare the HRIS system for on-line open enrollment, analyze and reconcile changes with payroll and vendors.

- Support the administration of benefit plans through maintenance of benefit files (both hard copies and electronically) and reconciling/ preparing benefit invoices for payment. Ensure compliance with the Health Insurance Portability and Accountability Act (HIPAA), Affordable Care Act (ACA) and the Family Medical Leave Act (FMLA).
- Complete other duties as assigned.

Experience Level

Bachelor's degree in human resources, accounting, or related field, minimum of 5 years of payroll experience

Tax Accounting Manager – 2503

Essential Responsibilities

- Oversee and manage the accumulation of data for the preparation of multi-state partnership and corporate tax returns and estimated payments by outside accounting firm.
- Review and prepare tax filings in-house.
- Be involved with all areas of the tax provision.
- Review both domestic and foreign tax provisions and their impact on the consolidated AETR quarterly.
- Report estimates of taxable income to investors.
- Assist with investor-related questions and requests.
- Assist with IRS, SEC and state tax authority audit defense.
- Identify tax planning opportunities.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting, masters degree in taxation preferred, CPA preferred, minimum of 4 years public accounting or corporate/partnership tax experience

Senior Manager, International Tax – 2449

Essential Responsibilities

- Be responsible for the accurate and timely preparation of US international tax forms including 5471, 8858 and 8865.
- Involvement with GILTI, FDII, BEAT, Subpart F calculations as well as foreign tax credit calculation and preparation of Form 1118.
- Review of tax packages and coordinating data flows into the tax returns.
- Participate in compiling tax and financial information for decision making.
- Conduct research on tax issues and prepare written documentation of conclusions.
- Assist with the preparation of global transfer pricing studies and documentation.
- Provide support to the tax accounting group on a quarterly basis on relevant tax accounting issues.
- Assist with foreign country tax planning.
- Analyze internal restructurings and external mergers and acquisition activities.
- Calculate gain/loss and basis studies.
- Assist with federal and state tax compliance.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting, finance, or business, minimum of 7 years corporate tax experience, minimum of 5 years international tax experience, CPA required

Accounts Payable Manager – 2517

Essential Responsibilities

- Ensure suppliers are paid timely to prevent service interruptions and late fees.
- Be responsible for accurate coding and processing of supplier invoices.
- Reconcile monthly supplier statements.
- Correct allocation of supplier costs.
- Identify revenue improvement and cost savings opportunities.
- Be responsible for accurate and timely entry of petty cash expenses.
- Manage pay run and month-end close deadlines.
- Manage recruitment, team development, and staff appraisals.
- Maintain a consistent workflow to ensure department overtime is kept within budget.
- Assist with reporting and other ad hoc duties as required.
- Complete other duties as assigned.

Experience Level

Bachelor's degree in accounting or finance, minimum of 4 years finance and/or accounting function experience

Senior Accountant– 2501 Essential Responsibilities

- Create balance sheet reports, P&L statements and ensure accuracy.
- Maintain General Ledger in accordance with GAAP.
- Understand and align accounting with budget vs actual analysis.
- Solve complex accounting issues.
- Present information and data to all levels of the organization.
- Manage and maintain an understanding of employee compensation, hours and hours billed per location.
- Complete other duties as assigned.

Experience Level

Bachelor's degree, minimum of 3 years accounting or finance experience

Senior Accountant – Contract

- 3+ years of experience
- Bachelor's degree in finance, accounting or a related field
- Proficiency in applicable software (Intacct, Bill.com, Expensify, Tallie, QuickBooks Online, Microsoft Excel, etc), is preferred
- Ability to analyze account information pertaining to liability, revenue, and expenses
- Assist in financial statement preparation in adherence with US GAAP