

PLANT ACCOUNTANT

Lafayette Interior Fashions is an established, privately held firm located in West Lafayette, Indiana, since 1950. We are a wholesale manufacturer selling high quality, customized window fashions to the retail sector throughout the continental US.

This position will analyze trends within our facility by reviewing manufacturing, inventory control, quality and accounting statistical data. Recommendations will be presented to management for improving costs, quality and manufacturing processes.

Our products are broken into four major categories:

BLINDS, SHADES, SHUTTERS, DRAPERIES & MORE

Visit our website, www.lafvb.com, for a complete review of products and services.

The essential functions of the position include, but are not limited to:

- * Performing journal entries
- * Performing daily/weekly/monthly reconciliations
- * Monthly general ledger account reconciliations and preparing account analysis
- * Work closely with management to assist with capital requests
- * Research discrepancies of monthly reports and prepare detailed explanations
- * Assist with annual budget process
- * Support the assembly of detailed information for financial audits
- * Assist in the administration of company vehicles.

Requirements for this position include, but are not limited to:

- * An understanding of manufacturing processes and systems
- * Self-motivated, team player able to multi-task, problem solving and strong communication skills
- * Computer software proficiency especially with Microsoft applications such as Excel
- * Ability to research, compile, analyze and interpret data
- * Ability to work independently with minimal supervision
- * BS Degree in accounting with 2-5 years of manufacturing accounting experience

We offer a challenging and rewarding work environment with full benefits and starting pay commensurate with experience.

Lafayette Venetian Blind, Inc.
3000 Klondike Road
West Lafayette, IN 47906
humres@lafvb.com

An Equal Opportunity Employer M/F M/F/H/D/V