

Job Description Form

Position Title: Deputy Manager – Product Costing
Department: Finance & Accounts
Reports to: Senior Manager –Finance & Accounts
Total Experience : Min 3 yrs ICWA (Age less than 35 yrs) (Male pref)
Location: 1st Preference: Nearby location, 2nd Preference: Residing in Chennai

1. Position Summary

What is the main purpose of this position? Why does it exist?

Business of the Company is spread across different geographies, namely China, Indonesia, Canada, USA and India. The product supply to Customer encompasses multiple supply model from multiple locations. Product costing for each Product of the company supplied from all locations is prepared from Chennai, India. Need a person with good communication skills (English, Tamil) with very good understanding of preparation of Product cost sheet for an execution role.

2. Principal Accountabilities

What are the major responsibilities of this position?

1. Preparation of Product cost sheet for each product, each supply model etc
2. Maintenance of price for each Product BOM i.e. Bill of materials in ERP.
3. Ensuring all parameters is maintained in Visual ERP for monthly product wise CM analysis.
4. Checking and ensuring monthly standard CM for each product as per ERP is accurate.
5. Comparison of standard costs/CM, Actual costs/CM and reporting to senior management.
6. Timely record of materials, product prices in Excel for periodic checking of prices.
7. Study and recommendation of Purchase requisitions.
8. Ensuring raw material inventory stock period is maintained as per policy during LC opening.
9. Providing costing numbers for each year Budgeting exercise.
10. Maintaining Customer returns, program costs details.
11. Make or buy decision, purchase or lease decision support.

Essential Functions:

1. Product costing knowledge/experience
2. Accounting knowledge Tally ERP
3. Standard costing & Variance analysis
4. Produce wise profitability analysis in standard costing environment.
5. Time study and in depth analysis of each variance Material, Labour and OH.

Additional:

NA

3. Critical Challenges

What are the critical challenges of this position? (For e.g. foster positive relationships with external vendors, research and resolve complex requests for information in the absence of higher authority, determine all systems, specifications and requirements and ensure that they fall within values, standards and strategies, etc.)

1. Good understanding of Tally ERP, Visual software.
2. Good understanding of Cost Accounting and Costing standards.
3. Good understanding of Standard costing and target costing methodology.
4. Ability to work down the level and solve problem.
5. Ability to grasp impact of changes in presentation in the P&L.
6. Ability to learn and implement changes in practice.
7. Ability to coordinate and work with people in different age, cadre and functions.

4. Unique Knowledge & Skills

What critical knowledge and competencies

Prerequisites for the Job:

1. Experience in Product costing and Annual budgeting work.
2. Experience in product wise Contribution margin reporting.
3. Monthly operating Performance reporting is a must.
4. Accounting knowledge, background is a must.
5. MS XL and Power point presentation skills must be good.
6. Good interpersonal and English communication skills is required.

5. Contacts

Who (internal / external) does this position interact with on a regular basis to perform this role? How often and for what purpose?

Internal: Production Team , Engineering Team

1. Internal Accounts team.
2. Supply Chain team,
3. Sales & Marketing team
4. Production, Stores and Planning team.
5. Engineering team
6. Product design team.

External:

NA

6. Problem Solving & Decision Making

NA

If you are interested in the above position mail your resume at narasimanp@magickwoods.com / hariharanu@magickwoods.com and for any query please contact on K.P. Narasiman 9443250943 / Hariharan 9840953123

About the Company:

Magick Woods Exports Pvt Ltd was established on August 12,2003 at Chennai –Tamilnadu, India. It is engaged in designing and manufacturing of high quality of bath ,dining and kitchen furniture and export to different countries. We are designers and builders of finest quality bathroom and kitchen furniture, head quartered in Toronto, Canada. We have our design centre in Toronto and India with manufacturing and sourcing centre's at Toronto, China , Indonesia and Chennai, India. This unique winning combination has made our products popular and well accepted all over North America and as a testimony we are one of the preferred vendors for many a large US retailers such as Home Depot, Menards and Lowes etc.The Company is growing rapidly and still needs information of updated technology to complete at Global level. As the expertise available with our parent unit could be fruitfully utilized in our Chennai Unit.