# Job Cost Accountant

## Job Description

### ABOUT BMP

B Morrow Productions (BMP) is a creative and production studio located in the Theme Park Design District of Central Florida. Representing a new methodology for how creative work is developed in a hyper-collaborative approach between clients and the talents of BMP. Considered an entrepreneurial, fast-paced, and creatively driven studio, BMP offers its talent considerable room for personal and professional growth. BMP always has a wide variety of projects to dive into, with clients around the globe in various market sectors including theme parks, zoos, live entertainment, resorts, and educational experiences.

### BMP's STUDIO FOR ALL INITIATIVE

BMP was founded on the belief of creating a safe, equal, and creative space for creators and makers. We believe an inclusive group of talents better represents the full audience that we are designing for, resulting in a better product for our client. IDEA (inclusion, diversity, equality, and accessibility) is not only at the core of our design principles- it guides our studio culture. At BMP, your complete, unique, and wonderfully talented whole self can come to work each day (in the studio or sometimes at home) to create and make amazing spaces and experiences.

BMP is uniquely a 100% LGBTQ+ owned and operated, and is a certified by the National Gay and Lesbian Chamber of Commerce as a Gay-owned Business Enterprise.

### YOUR ROLE

BMP is seeking a highly analytical and detail-oriented ***Job Cost Accountant*** to join our accounting/finance team. This position will be responsible for analyzing job costs, profitability, labor and material performance, Work-in-Process (WIP), backlog, and project financial results.

The successful candidate will be highly proficient in Microsoft Excel, comfortable working with large amounts of financial data, and able to communicate financial information clearly to project managers, executives, and senior management.
This is an important position within the organization and requires someone who can move beyond simply recording accounting information to understand what the numbers are telling us and identifying issues before they become problems.

## KEY RESPONSIBILITIES

- Analyze job cost reports and project financial performance.
- Review actual costs versus budget, estimate, and forecast.
- Analyze labor, material, subcontract, overhead, and other project costs.
- Assist with monthly WIP reporting and percentage-of-completion analysis.
- Identify unfavorable cost trends, margin erosion, and potential project overruns.
- Review job-to-date costs and compare them against remaining budgets and estimates.
- Assist project managers with forecasting final project costs and gross margins.
- Analyze backlog and its relationship to projected revenue and profitability.
- Prepare management reports, financial analyses, and KPI reporting.
- Develop and maintain sophisticated Excel spreadsheets and financial models.
- Investigate significant variances and explain the underlying causes.
- Work closely with Project Managers, Operations, Estimating, and Senior Management.
- Provide financial information and recommendations to senior management in a clear and understandable manner.
- Assist with month-end and year-end close activities related to project accounting.
- Help maintain accurate job cost coding and allocation of costs.
- Review purchase orders, commitments, invoices, labor costs, and other project-related transactions.
- Assist in improving job-costing procedures, reporting, and internal controls.
- Support the department with special financial analysis and projects.

## QUALIFICATIONS

- Bachelor's degree in Accounting, Finance, Business, or a related field.
- Strong working knowledge of Microsoft Excel, including: Pivot Tables, XLOOKUP/VLOOKUP, SUMIFS, IF statements
- Data analysis
- Financial modeling
- Charts and reporting
- Strong analytical and problem-solving skills
- Ability to understand and analyze financial statements and job cost reports
- Excellent attention to detail
- Strong written and verbal communication skills.
- Ability to communicate financial information to non-accounting personnel and senior management.
- Ability to work independently and manage multiple priorities.
- Strong organizational and time-management skills.

## PREFERRED QUALIFICATIONS

- 3+ years of accounting, job costing, project accounting, or financial analysis experience.
- Construction, manufacturing, fabrication, engineering, or project-based business experience.
- Experience with WIP and percentage-of-completion accounting.
- Experience working with ERP/accounting systems.
- Experience developing management reporting and financial dashboards.
- Experience working directly with Project Managers or Operations leadership.

## COMPENSATION PACKAGE

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| **Job Title:** | **Job Cost Accountant** |
| Compensation: | $75,000- $85,000/yr experience considered |
| Paid Vacation: | 8 days paid holidays 5 days paid BMP wellness week Unlimited PTO |
| Health Care: | Access to health care plan, dental & vision |
| 401k Plan: | Eligible at 6 months post hire date, 100% match up to 3% |
| Cell Phone: | $50/mo. automatic reimbursement |
| Talent Experience Fund: | $250/yr. Reimbursement |

## ACCOMMODATIONS

If you require accommodation in completing this application, interviewing, completing any preemployment testing or otherwise participating in the talent selection process please direct your inquiries to talent@bmorrowproductions.com.