



Accounting Manager

Creative Surfaces Inc. is a National manufacturing company of custom store fixtures, signage, and countertops for retail, automotive, and casino industry. We have manufacturing facilities in Sioux Falls, SD and Rapid City, SD. We are seeking an Accounting Manager. This position is located in our corporate office in Sioux Falls, SD.

Must be familiar working with a business system. Experience in Sage Business Works a plus. Communicate directly with customers as well as others in the accounting and sales team. Position offers competitive hourly wage, PTO, Insurance, and 401k.

Responsibilities to include but not limited to:

- * Monthly financial statement preparation
- * Contract review and management
- * Job costing and inventory
- * State sales tax preparation
- * Manage payroll, accounts payable, collections and other accounting functions
- * Work with production to find ways to improve efficiencies
- * Other duties as assigned

Requirements

- * 4 year Accounting degree
- * 2 years of experience in similar position a plus
- * Extensive excel background with knowledge of other Office programs
- * Detail oriented person
- * Organized
- * Good communication skills
- * Ability to work well with others

Please email resumes and references to jobs@creativesurfaces.com