



January 2017

## **Accounting Manager**

### Your Mission

Michigan Milk Producers Association, a leader in Michigan's dairy industry, is seeking an Accounting Manager to join our team at our corporate office in Novi, Mi. Michigan Milk Producers Association is the 10th largest dairy cooperative in the United States with approximately 2,000 dairy farmer members in Michigan, Indiana, Ohio and Wisconsin.

### **Job Description:**

The Accounting Manager is responsible for developing and maintaining accounting principles, practices and procedures to ensure accurate and timely financial statements. He/she will supervise the Junior Accountant and is responsible for managing to ensure that work is completed in a timely and accurate manner. This position addresses tight deadlines and a multitude of accounting activities including general ledger preparation, financial reporting, year-end audit preparation and the support of budget and forecast activities. The Accounting Manager will report to the Controller and this position will be based at the MMPA headquarters in Novi, Michigan.

### **Responsibilities include:**

- Lead the month-end close process and ensure a timely and accurate close each month
- Maintain integrity of the accounting system and financial reporting system
- Manage monthly account reconciliations and ensure timely and accurate completion
- Oversee the auto fleet program including year-end reporting needs
- Establish strong business partnerships within multiple management levels across the Association
- Assist with internal and external audits as necessary
- Identify and lead process improvements in areas of responsibility
- Improve systems and procedures and initiate corrective actions
- Support Controller with special projects and other needs as necessary

### **Skills & Qualifications:**

- Bachelor's degree in Accounting or Finance (CPA preferred)
- 5+ years accounting experience including minimal 2 years of supervisory experience
- Proven knowledge of accounting principles, practices, standards, laws and regulations
- High attention to detail and accuracy
- Manufacturing and food & beverage experience a plus
- Excellent written and verbal communication skills in small and large forums
- Ability to prioritize and effectively manage several assignments, projects or problem situations.
- Experience working with a mid-size company ERP system.
- Shows interest to learn and share from others.



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MMPA is one of the top dairy cooperatives in the nation with a very strong financial record. Our owners are 2000+ dairy farmers located in the states of Michigan, Ohio, Indiana and Wisconsin. MMPA markets its members' milk, guaranteeing a market every day for all member-produced milk.

#### BENEFITS

- Competitive salary incentive program
- Outstanding insurance benefits - Health/Vision/Dental
- Protection for the future - Life and Disability insurance
- Paid vacation time and sick time
- 401(k) plan with a generous company contribution
- Company provided pension

Together with our members and employees our association is positioned and planning for growth. Our benefits are attractive, and our future is bright.

Successful passage of drug test, background check, and criminal record check required.