



Summary:

Haigh-Farr is a premier antenna design, manufacturing and test house developing products used across all platforms in the aerospace industry including missions to Mars, the International Space Station and products fielded to the U.S. Military supporting the warfighter. In our over 50-year history we have enjoyed steady, planned growth. In 2023, Haigh-Farr plans to further grow our team and capabilities to meet increasing demand and to expand into new markets and antenna technologies.

Haigh-Farr is seeking a Staff Accountant to support the Finance Department. The individual is expected to work efficiently with the ability ensure continued support and positive interactions within the organization. This position works collaboratively with internal departments, and requires strong communication skills.

Responsibilities:

- Monthly journal entries, account reconciliations, and other period close duties.
- Creation and running of monthly income statement, balance sheet, inventory analysis, and other financial reports.
- Budget preparation and overhead rate calculations.
- Follow up on A/R collections issues.
- Assist with order entry and invoice preparation.
- Provide employee benefit/payroll support (timekeeping, reporting, etc.).
- Strong organizational skills and the ability to work independently and across departments to meet deadlines.
- Willingness to assist in non-financial areas, as needed.
- Other duties as assigned.

Knowledge & Skills:

- Excellent accounting skills. Experience with monthly closings, account analysis, etc.
- Experience with Visibility or similar ERP system.
- Proficient in Excel, Word, PowerPoint, Microsoft and Project.



- Independent, self- starter, with the ability to multi-task.
- Cost accounting experience a plus.
- Excellent communication skills, both verbal and written.
- Ability to work in a fast-paced environment with a sense of urgency.
- Strong organizational and time management skills.

Qualifications:

- BS in Accounting preferred.
- At least 3 years of relevant experience in a Manufacturing Company.

Why should you join Haigh-Farr?

Haigh-Farr is a fast paced, growing company that recognizes employees with a promote-from-within philosophy. We believe in a friendly work environment where employee contributions are well received and a key component to our success. Our facility features state of the art technology and the latest manufacturing and testing capabilities. Please see more details about our benefits below:

- Competitive salary, commensurate with experience and capabilities.
- Career growth potential.
- Medical insurance with Health Reimbursement Feature, Dental and Vision insurance.
- Flexible Spending Accounts – Health and Dependent Care.
- Company Paid Disability and Group Term Life Insurance.
- Paid Vacation, Holidays, and Sick Time.
- 401K with Company Match.
- Company Sponsored Social Events – Pizza and BBQ luncheons, golf outings, food trucks, Holiday Parties.
- Wellness Prevention – Annual In-House Flu Clinic, Gym Membership discount through Medical Insurance Plan.

Equal Opportunity Employer/Veterans/Disability