



Job Title: Accountant IX
Working Title: CFO
Posting #: 1046
Class: 1024
Work Location: Portland
Work Hours: M-F, 8-5 Flex
FLSA Status: Exempt
Salary: 5500.00 monthly

General Description

Responsible for management of the Accounting/Business Services Division of Coastal Plains Community Center. Insures that all fiscal operations are consistent with HHSC policies, applicable laws and generally accepted accounting procedures. In addition, this position is responsible for external reporting of Center financial data. Coordinates Center's annual budget, cost accounting methodology reports, HCS/TxHmL. MEI and report III. Responsible for the fiscal functions of the agency. Provides oversight of annual fiscal audit functions. This position is directly responsible to the Executive Director

Preferred Qualifications:

1. Five (5) years of accounting experience in a Community Center performing managerial accounting functions.
2. Five (5) years performing State reporting to include CAM and Report III.
3. Five (5) years of experience as Center Fiduciary with oversight responsibility as a Plan Administrator for investment, retirement and self-funded Health benefits accounts.
4. Five (5) years of experience performing quarterly financial and annual preparation, to include general ledger maintenance.

Coastal Plains Community Center offers a highly competitive compensation and benefits package including a generous retirement plan.

Please visit IOIHire.com to complete the online application and submit your resume.