

<https://www.lifepathsystems.org/connect-with-us/careers/#op-549327-accounting-managercontroller>

Applying for a Job:

Location and contact information to apply for a position:

LifePath Systems
1515 Heritage Dr.
McKinney, TX 75069
Attn: Human Resources
Fax: 972-562-8220
Email: HRDepartment@lifepathsystems.org

Employee Benefits

LifePath Systems seeks caring and innovative staff eager to respond to the challenges of a changing health care system.

Benefits include:

- Health, Dental, and Vision Insurance
- Life Insurance
- Retirement Options
- Designated Paid Holidays
- Paid Time Off (PTO)
- Extended Illness Leave
- Tuition Reimbursement
- Payroll Direct Deposit
- Employee Assistance Program (EAP)

EMPLOYMENT LISTINGS:

To apply for an available position, click on the open position below. At the end of the job description, click on the "Apply for this position" box. LifePath Systems is an Equal Opportunity Employer. Select an open position to begin an employment application.

[« Openings at LifePath Systems](#)

Accounting Manager/Controller

Location: McKinney, Texas, United States

Full-time

GENERAL DESCRIPTION

- Under guidance of Chief Financial Officer, maintains and enforces documented system of accounting policies and procedures and oversees operation of Accounting Department staff.
- Oversees Accounting team to ensure that Accounts Payable are paid in a timely manner, Accounts Receivable are collected and properly applied, payroll is processed on time and that accuracy is maintained.
- Ensure that Bank Reconciliations are completed and that debt payments are made on a timely basis.
- Maintain Chart of Accounts, an orderly cloud-based accounting filing system and a system of controls over accounting transactions.
- Issue corrects financial statements. Coordinate preparation of annual report, manage and assist in preparation of annual budget. Calculates variances and report significant issues to management. Provide financial analysis as needed.
- Coordinate the provision of information to external auditors, monitor debt levels and compliance with debt covenants.
Serves as secondary contact with state funding sources, financial auditors, and the financial community; collaborates in the production of required reports for contracts.
- Comply with local, state, and federal government reporting requirements.
- Must attend and maintain Public Funds Investment Act certification training, State and Federal trainings annually and maintain Center wide training.

EDUCATION, TRAINING, & EXPERIENCE

- Bachelor's Degree in Accounting is required.
- Five to Ten years accounting experience. Related experience and/or equivalent combinations of education and experience.
- Five years supervising multiple staff in office environment.
- Preferences: Experience with a community MHMR, non-profit, or governmental accounting environment. Blackbaud FENXT software knowledge. CPA/CMA and/or master's level Degree.

ESSENTIAL TASKS & STANDARDS

- Supervise accountants and accounting clerks to ensure accuracy of the accounts receivable and payable systems.
- Maintains and enforces documented system of accounting policies and procedures. Serves as Blackbaud/FENXT subject matter expert.
- Oversees Month end and Year end Close Processes
- Monitoring Debt and Risk
- Leadership and Professional Communications
- Annual Training and Compliance

KNOWLEDGE, SKILLS, & ABILITIES

- Ability to read, analyze and interpret financial statements prepared according to generally accepted accounting principles GAAP, business journals, technical procedures, governmental and grant regulations.
- Ability to read, write, analyze and interpret business correspondence and technical procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the public.

- Ability to apply mathematical operations to financial statement preparation, test reliability and validity of data from several data systems.
- Employee must have strong leadership skills, ability to manage a diverse workforce and demonstrate skills in motivating staff.
- Employee must have knowledge of general accounting, payroll, and computer skills.
- Employee must be well organized and detail oriented.

CERTIFICATES, LICENSES, & REGISTRATIONS

- Must have valid Texas Driver License and a good driving record.
- Must be able to pass a criminal background check.
- Must be able to complete all LifePath Systems training.
- Must be able to provide at least 3 professional or educational references.

BENEFITS

Salary Range: \$70,000 - \$85,000 per year

Shift Hours: Monday - Friday 8am-5pm

We offer a competitive salary and comprehensive benefit package including medical, dental, FSA, 401(k), voluntary benefits, Paid Time Off (PTO) and Extended Illness (EI), and Holidays.

If interested, please complete an online application at [LifePath Systems Job Openings](#) and attach your resume

Equal Opportunity Employer

LifePath Systems is an equal opportunity employer (Minorities/Females/Disabled/Veterans). We recruit, employ, train, compensate, and promote without regard to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, disability, veteran status, or any other basis protected by applicable federal, state, or local law.

To read more about this, view the [EEO is the Law](#) poster and this [EEO is the Law Poster Supplement](#).

APPLY FOR THIS POSITION

[« Openings at LifePath Systems](#)