

Job Title: Senior Accountant

Location: Herndon, VA (in office)

Job type: Full-Time

Compensation: Competitive Base Salary + *Benefits

*Medical Dental vision coverage, PTO, 401K match, Paid company holidays

Start Date: Effective immediately.

Summary:

The Senior Accountant will play a key role in the finance department, working with the Finance Controller on various accounting functions and ensuring accurate financial reporting. This position requires a deep understanding of accounting principles, strong analytical skills, and the ability to work independently as well as collaboratively within a team environment.

Job Responsibilities:

1. Financial Reporting:

Prepare and analyze monthly, quarterly, and annual financial statements in compliance with GAAP (Generally Accepted Accounting Principles).

Conduct variance analysis and provide explanations for fluctuations in financial results.

Assist in the preparation of financial reports for internal and external stakeholders.

2. General Ledger Management:

Maintain and reconcile general ledger accounts.

Prepare journal entries and ensure accuracy and completeness.

Identify and resolve discrepancies in accounting records.

Prepare accounts payable and accounts receivable.

3. Budgeting and Forecasting:

Assist in the development of annual budgets and periodic forecasts.

Track Actuals vs Budget.

Collaborate with department heads to gather budget inputs and ensure alignment with organizational goals.

4. Accounts Payable and Receivable:

Prepare accounts payable and accounts receivable.

Review vendor invoices and process payments in a timely manner.

Manage customer billing and collections processes.

5. Audit Support:

Coordinate with external auditors during annual financial audits.

Prepare audit schedules and provide necessary documentation.

6. Compliance and Regulations:

Ensure compliance with all relevant financial regulations and standards.

Stay updated on changes in accounting regulations and implement necessary adjustments.

Assist in the preparation of tax filings and other statutory requirements.

Qualifications:

Bachelor's degree in accounting, Finance, or related field. CPA certification preferred.

5+ years of progressive experience in accounting or finance roles.

Strong knowledge of GAAP and financial reporting requirements.

Proficiency in accounting software QuickBooks online and NetSuite and MS Excel.

Excellent analytical and problem-solving skills.

Ability to communicate effectively with internal and external stakeholders.

Strong attention to detail and accuracy.

Proven leadership abilities and experience in mentoring junior staff.

About ECLAT Health Solutions:

Founded in 2008, ECLAT Health Solutions has been continuously servicing high-quality revenue cycle management healthcare support services for hospitals and health systems nationwide with a focus on delivering the fastest, most accurate, flexible, and affordable solutions available. Recognized as one of Inc.'s 5,000 fastest-growing private companies in America this year, ECLAT Health Solutions is looking to expand services in revenue cycle management by offering effective operational strategies that deliver customized solutions for medical coding accuracy, medical billing processes, ICD-10 Auditing, CDI advances and more. "People are our greatest asset" is much more than just an expression to ECLAT. We make every effort to foster an environment where our teams can find an ideal balance between work and fun. Employees at ECLAT believe in being client-centric, open and ethical, innovative, and outcome-driven. ECLAT is an equal opportunity employer and believes in creating a supportive and diverse workplace.

For more information, please visit our website at www.eclathealth.com.