

Manager of Finance

Namaste Hospice

JOB DESCRIPTION SUMMARY:

Responsible for organization, coordinating, managing and directing the financial performance of the Namaste Hospice to include budget preparations, financial and statistical reporting, cost reporting, accounts payable, billing and accounts receivable management.

POSITION QUALIFICATIONS:

- Bachelor's degree in Accounting, Finance, Business Administration or related field, CPA and Masters Degree preferred.
- Medicare and Medicaid billing experience required.
- Has at least three (3) to five (5) years experience in health care financial management preferably in hospice care operations. Information systems knowledge required.
- Demonstrated ability to supervise and direct professional and administrative personnel.
- Knowledge of corporate business management, governmental regulations and CHAP standards.
- Demonstrates good communication/relationship skills.

Please email resumes to: jderosier@namastehospice.com

Namaste Hospice
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