

Business Accounting Manager

CorLife is a Green Bay, Wisconsin based organization, specializing in durable medical equipment sales and service, with a growing national client footprint. They are founded on the sound principles of providing fair pricing, excellence in service and transparency.

If you are an organized, outgoing, self-starter, who is interested in supporting a business owner in a growing business - this is a nice opportunity for you. This role will allow you to assist in the evolution of an organization that is gaining a national footprint of client. Contribute your insights and professional "mark" on this organization! This opportunity allows you to demonstrate the pride in your contributions and career. This role will require hard work, but also provide you with a sense of accomplishment and time to enjoy life outside of work too.

As a Business Accounting Manager, you will: handle all financial deliverables, support a small staff, and assist the owner in accounting related short and long-term needs. This successful person will support the sustainment of growth within our company and customers.

Reporting to the Owner, this role will handle:

- General ledger accounting to accurately reflect income, expenses and accurate reporting;
- Day-to-day activities in QuickBooks of A/P, cash disbursements, invoicing/billing, and bank reconciliations;
- Month-end closing including financial statements, related accrual calculations, balance sheet reconciliation and proactively recognize issues when something "doesn't look correct;"
- Reconcile patient revenue and costs to proactively support gross profit realization;
- Evaluate systems and recommend / implement process or structure improvements;
- Support the year-end accounting duties including documents needed for income tax preparation;
- Support through the research and submittal of payroll on a bi-weekly basis.

QuickBooks software is a must, with a minimum 3-5 years of experience in finance/payroll/accounting; or equivalent combination of education and experience.

Come find out more and apply through: <https://corlifedfe.com/index.php/about-us>
Send resumes and cover letters to Thomas.schultz@SchenckSC.com.