

**POSTING FOR Experienced FINANCIAL CONSULTANT
March 2020**

AFFINITY HEALTH SERVICES

Affinity Health Services is a management/consulting company providing operational expertise in the senior services industry.

DUTIES & RESPONSIBILITIES

The Financial Consultant will provide assistance with management and monitoring of the managed facilities' financial operations. This position will be the lead for billing and accounts receivable supervision and support. Other areas include, but are not limited to - monthly financial statements, worksheets for annual cost reports, bi-weekly payrolls, accounts payable, monitoring cash flows and projections, annual budget and HIPAA compliance. The ideal candidate would also do some moderate travel and work with Affinity's consulting clients.

EDUCATION & EXPERIENCE

Candidate must have a degree in Accounting or related field, with experience in Long Term Care. Have a full understanding of General Accepted Accounting Principles and experience with Microsoft Office. Experience with Point Click Care software and Ability systems a plus.

BENEFITS

The desired candidate will have a complete benefit package including health care benefits, pension program, paid vacation and holidays, and a friendly family-oriented work environment.

TO APPLY

Please email your resume and salary requirements to Mary Kate Bartley, Director of HR, at mkbartley@affinityhealthservices.net.

THANKS

Thanks for your interest in joining the team at Affinity Health Services, Inc.