

Sr. Accountant - Center

Since 2001, Regent Surgical Health has been a leader in developing and managing successful surgery center partnerships between hospitals and physicians. We continually improve and evolve the ASC model based on changing market conditions to stay ahead of emerging trends. From this vantage point, our team has developed proprietary ASC ownership models that give both physicians and hospitals what they need to ensure long-term clinical and financial success.

Regent offers a comprehensive and competitive benefits package as one way to recognize our employee's contribution to the success of the organization and our role in helping you and your family to be healthy, feel secure and maintain a work/life balance.

Pursuant to the ADA, Regent will provide reasonable accommodation(s) to all qualified employees with known disabilities, where their disability affects the performance of their essential job functions, except where doing so would be unduly disruptive or would result in undue hardship.

We do not discriminate in practices or employment opportunities on the basis of an individual's race, color, national or ethnic origin, religion, age, sex, gender, sexual orientation, marital status, veteran status, disability, or any other prohibited category set forth in federal or state regulations.

We are an equal opportunity employer.

POSITION SUMMARY:

This senior level accounting position is responsible for the accounting and financial functions within the center accounting group at Regent Surgical Health. Duties include oversight of daily accounting activities, month-end close, monthly financial reporting, account reconciliations and workpaper maintenance. This position will also be provided the opportunity to participate in various special projects and financial analysis.

DUTIES/RESPONSIBILITIES:

- Coordinate and review work completed by Staff Accountant
- Maintain multiple general ledgers
- You will review monthly journal entries, analysis and account reconciliations as required to accurately close the monthly fiscal period
- You will review monthly reconciliations for all balance sheet accounts, including documentation to support all balances
- Prepare income statement trend and balance sheet reviews with variance explanations for review of centers financial reports
- Serve as accounting point of contact for center staff accountants and other customers

- Identify and implement process improvements with emphasis on system enhancements that ensure segregation of duties and reconciliation processes remain intact, ensuring the accuracy and compliance of our financial reporting.
- Ensure internal control policies are followed
- Provide a high level of customer service within accounting and to other business partners in conjunction with strong written and verbal communication skills
- Manage and assist with special projects and ad hoc requests as needed
- Lead by example to demonstrate corporate values and maintain a positive work environment
- Perform other duties as assigned

KNOWLEDGE AND SKILLS:

To perform the job successfully, this individual must be able to perform each essential responsibility satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- Excellent written and verbal communication skills.
- Excellent organizational and time management skills.
- Understanding of financial concepts, financial reporting, and best practices
- Attention to detail with a passion for accuracy
- Able to manage working multiple projects at a time
- Able to work in a fast-paced, always changing environment
- Ability to work independently and take initiative on tasks, while working within a team environment
- Ability to manage deadlines, prioritize and delegate competing tasks, and take initiative to improve team efficiency
- Willingness to adapt to changing priorities and responsibilities with a positive attitude to get the work completed and meet deadlines
- Excellent Excel knowledge

Education/Experience:

- Bachelor's degree in Accounting is required.
- One to three (1-3) years as a Staff or Senior Accountant is required.
- Healthcare experience is a plus, but not required.