



Accounting Manager

DOCGO

Job Category: Accounting/Finance

Job Source: nrbjobs.com

Job Summary

Employment Type: Full Time

Gender: Any

Career Level: Entry Level

Salary: Negotiable

Experience: Minimum 3 years

Posted On: 2 Oct 2024

Application Deadline: 31 Oct 2024

Job Context

- As the Accounting Manager, you will play a critical role in overseeing the financial accounting and reporting functions of our organization. Reporting to the Sr. Director, Assistant Controller, you will be responsible for managing a team of accountants (U.S. based and offshore team) and ensuring timeliness of month-end/quarter-end closing, SEC financial reporting and SOX control related matters. The ideal candidate will have extensive experience in public company finance, a strong understanding of U.S. GAAP, and exceptional communication & leadership skills.

Job Description/Responsibility

- Oversee and manage the general accounting functions, including but not limited to: leases (ASC842), prepaid, AP aging, and other consolidation general ledger accounts
- Assist in monitoring monthly/quarterly closing process to ensure the timeliness and accuracy of the closing, including detail review month-end/quarter-end workpaper (account reconciliation/roll-forward etc.)
- Prepare for acquisition related earnout calculation on a quarterly basis
- Lead monthly market trend analysis calls
- Detail prepare and review 10Q/10K footnotes assigned
- Help with quarterly review and year-end financial audit and SEC filings
- Assist in managing off-shore team, including reviewing workpaper, monitoring performance and providing feedback
- Assess current practices and procedures, research accounting guidance and make recommendations for

improvements with the operations

- Perform ad hoc analysis and projects as requested
- Work with external auditors to ensure correct and timely filing at year-end
- Assist in the implementation of internal controls and SOX compliance.

Education Requirements

- Bachelor/ Honors(Bachelor Degree in any Discipline) completed.

Experience Requirements

- Minimum 3 years of experience is required.

Additional Experience Requirements

- 6-years' experience or more mix of both public and private accounting, with a minimum of 3 years' experience within publicly traded companies (through audit or corporate experience)

Skills Requirements

- Certified Public Accountant is required for Accounting Manager level
- Able to work on-site 5 days a week, 2 days per month Work from Home allowed
- Familiarity with Workday, Workiva, and Visual Lease (or other similar Lease software) is a plus

Work Area

- Applicant should have experience of working in the following category(ies): Accounting/Finance

Industry Type

- Experience should include the following skills: Hospital/Diagnostic Center

Address: New York, NY, New York, NY, United States

Company Profile: Health Care Services & Hospitals

Company Website: <https://docgo.com/>