

5982 Rhodes Road
Kent, OH 44240

330-673-1347
800-673-1347
Fax: 330-678-3677

**ACCOUNTANT
FULL TIME
STARK COUNTY**

Coleman Professional Services, a multi-county Ohio behavioral health agency, needs a full-time accountant in Stark County to work with all aspects of the month-end close, including GL entries, account analysis, invoicing preparation, vendor bill approval, reconciliation of key accounts, and, most importantly, foundation-specific accounting and the related revenue recognition principles as covered by ASC topic 95.

As part of the financial reporting process, the Accountant will prepare key financial reports, perform variance reviews, procure Business Intelligence from different programs (e.g., Power BI), and investigate internal and external inquiries. The Accountant will also help the Controller and CFO with special projects and accounting research as needed. This role has high visibility to our CEO and local Mental Health Boards.

Candidates must have a Bachelor's degree in Business with a major in Accounting or at least five years' experience in the accounting field and experience with applications involving accounting, monthly closings, and financial statement preparation (Dynamics GP a plus). Proficiency with Excel is a must. The ideal candidate will possess a strong analytical approach with a high attention to detail and be a self-starter, resourceful contributor, and customer service-oriented. Hands-on experience in accounting for non-profit/healthcare organizations and start-up organizations is a plus, as is budget experience.

Benefits options include health, life, pension, paid time off, and more. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status. E.O.E. Persons with a disability can request an accommodation to complete the application process by emailing careers@colemanservices.org with the subject line "Accommodation Request."

If interested in applying for this position, visit our website at www.colemanservices.org and select Careers, select the yellow icon to "SEE ALL CAREERS," and then select the blue icon to "Search Open Jobs" or select Career Opportunities along the top.