



Employment Opportunity - Staff Accountant

Health Net of West Michigan has a full-time opening for a Staff Accountant. Health Net seeks a positive, self-motivated individual with high quality standards to work in an innovative and diverse work environment. This position will report to the Director of Operations and be responsible for carrying out Health Net's financial operations. This position offers potential for advancement and leading a growing department, as well as opportunities to contribute to a variety of nonprofit finance tasks. Key responsibilities will include supervision of clerical accounting employee, program and grant analysis, preparation and management of annual budget, presenting to and working with Health Net's finance committee, financial policy and technical documentations, financial reporting and statements, month end closing, bank and general ledger reconciliation, journal entries, fixed asset and depreciation schedules, cash flow analysis, monitoring spending of grant sub recipients, audit support, and assistance with completion of 990. This position will work as a member of the Health Net operations team, supporting Health Net's efforts to assist individuals/families with health related social needs and to achieve health equity in our community.

Desired candidate must have a Bachelors' degree in accounting, or finance with an emphasis in accounting. This position requires an individual with at least two (2) years of accounting experience. Experience with Microsoft Dynamics GP is strongly preferred. Experience in the non-profit sector is preferred, but not required.

Pay range: \$22.00 - \$24.00 per hour

To apply, please submit cover letter and resume to: careers@healthnetwm.org

Company profile: Health Net of West Michigan bridges gaps in healthcare by connecting individuals with the basic resources that every human being deserves to live a healthier life. We work primarily with vulnerable populations. We take a holistic approach to health by partnering with healthcare professionals, institutions, and non-profit organizations to provide education, accessibility and individualized attention including physical, mental and emotional support for the communities in which we work. We are experts at navigating the healthcare system and connecting clients to vital resources.

Commitment to diversity and inclusion: Health Net of West Michigan embraces the principles of diversity and inclusion. We proudly serve all persons in our community with respect for each person's unique individual and cultural differences. We firmly stand in our commitment to eliminate racism and all other forms of discrimination from our workplace and our community.

Location – Grand Rapids, Michigan: Grand Rapids is a great place to live, work and play. Grand Rapids is the second largest city in the state and is known for its philanthropy. Downtown is safe and clean and surrounded by an eclectic mix of walkable and attractive neighborhoods. With a medical and life sciences industry boom, strong entrepreneurial activity, dedication to green building and living, and innovative employers, Grand Rapids continues to grow and thrive.

Posting Date: May 2, 2018

Posting Deadline: May 18, 2018