



Chatham Emergency Services has an opening for the Finance Director position. The finance director must act with integrity and must strictly adhere to all accounting policies and procedures for auditing purposes to ensure the financial success of Chatham Emergency Services. This position will assist the Senior Level Management with operational matrixes, trends, projects and other administrative tasks. This position requires great communication and time management skills.

DUTIES

- Forecast cash flow positions, related borrowing needs, and available funds for investment
- Ensure that sufficient funds are available to meet ongoing operational and capital investment requirements
- Maintain banking relationships
- Oversee the Accounts Payable & Accounts Receivable Departments
- Assist in determining the company's proper capital structure
- Arrange for equity and debt financing
- Recommend appropriate dividend issuances, based on historical dividend patterns and expected cash flows
- Manage the preparation of the company's budget
- Report to management on variances from the established budget, and the reasons for those variances
- Assist management in the formulation of its overall strategic direction
- Engage in ongoing cost reduction analyses in all areas of the company
- Compile key business metrics and report on them to management
- Works closely with both Fire and EMS accounts receivables departments
- Engage in benchmarking studies to establish areas of potential operational improvement
- Interpret the company's financial results to management and recommend improvement activities
- Ability to successfully pass a background check
- Fast-paced environment
- Other Duties as assigned
- *Possess Strong Background with Sage Intacct Software*
- *Sales Force Experience (Preferred)*

QUALIFICATIONS

The finance director candidate must possess a Bachelor's degree in finance or accounting, with the Certified Public Accountant or Certified Management Accountant designations or Graduate degree in Accounting and 7- 10 years of progressively responsible experience for a major company or division of a large corporation. The candidate must possess 5+ years of experience working with not-for-profit organizations. Preference will be given to candidates with Graduate degree in Accounting or equivalent experience.

Chatham Emergency Services is an Equal Employment Opportunity Employer & Drug-Free Workplace

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