



## **Controller**

Coal Country Community Health Center (CCCHC) is a Federally Qualified Health Center (FQHC) with clinic sites in Beulah, Hazen, Center and Killdeer, ND. CCCHC delivers a variety of family health care services at its rural sites and works collaboratively with health care specialists located in the larger metropolitan areas of Bismarck/Mandan and Dickinson.

The accounting department at CCCHC handles all accounting, payroll, and related statistical/analytical functions for the organization. CCCHC as a FQHC is in the unique position of receiving federal grant funding which helps its sustainability. Because of this funding, there are federal requirements that must be met in addition to GAAP. A person in this position would be a direct contributor to the overall success of the organization by ensuring that all requirements and standards are followed adequately and completely for accounting and related functions.

This position would be responsible for maintaining policies and procedures ensuring continuous compliance with federal and state requirements, assisting with implementation or updates of accounting and/or payroll software when applicable, preparing or coordinating various annual reports and budgets for the accounting department, and oversight of the accounting department in the CFO's absence. This position reports directly to the CFO. CCCHC is seeking a candidate with the ability to handle multiple tasks and multiple priorities effectively. This person should also have good accounting competencies as well as advanced software skills.

A bachelor's degree and accounting experience is required. A bachelor's degree in accounting, supervisory experience, and health care industry experience are preferred. Position also requires computer proficiency, especially in Microsoft Excel.

CCCHC offers a competitive package of wages and benefits. If applicable, a relocation package, sign on bonus and/or other incentives could be available to the right candidate.

To apply please send company application and letter of application to Coal Country Community Health Center, Attn. Human Resources, 1312 Highway 49 N, Beulah, ND 58523. Apply online at [www.coalcountryhealth.com](http://www.coalcountryhealth.com).