



Financial Analyst

Kalamazoo Community Mental Health and Substance Abuse Services is seeking a Financial Analyst who has experience working with individuals of diverse racial, ethnic, and cultural backgrounds. This role is responsible for development of budgets, preparation of financial reports, analysis of financial and program service data, and assuring compliance with local, state, and federal regulations. Responsibilities include oversight of sub-contracts, authorization of financial transactions, assistance in preparation of audit work papers and state and federal government reporting.

A Bachelor's Degree in Accounting, Business administration or related field and 3 years experience in general ledger accounting including A/P and Payroll, financial reporting, budget development and analysis, journal entry preparation and account reconciliation are required. Experience with grants and advanced knowledge of Microsoft Excel and Great Plains Accounting software is highly desirable.

We offer competitive compensation and fringe benefits, including medical, vision and dental insurance; disability and workers compensation insurance; paid holidays, Paid Time Off plan, continuing education, retirement plan and Deferred Compensation Plan.

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

Apply online at www.kazoocmh.org/careers