

Manager, Accounts Receivable

XiFin

Job Location: Charleston, SC

Full Time/Days

JOB SUMMARY:

The Manager, Accounts Receivable will be directly responsible for all financial functions relating to third-party reimbursement and Accounts Receivable for a key customer in our Outsource Billing Department. You should demonstrate an in-depth understanding of revenue cycle management, to include reimbursements and overall operational processes. This role is responsible for leading a team of specialists to maximize customer reimbursement and overall financial performance.

MINIMUM REQUIREMENTS:

- 3+ years' experience in healthcare finance/accounting industry, together with strong workflow management
- People management experience a plus
- Extensive "hands-on" experience and in-depth knowledge with medical billing software, preferable in a cloud environment
- Advanced skills in MS Excel
- Strong work ethics and accountability with willingness to learn, and desire to continually improve
- Ability to consistently interact professionally at multiple levels within a client-oriented organization
- Flexibility and adaptability to change according to business needs
- Able to handle high volume case situations and maintain a positive attitude in a fast-paced environment

EDUCATION/LICENSES/CERTIFICATIONS:

- BA/BS in Business, Finance, Healthcare, or a related field required

FOR MORE INFORMATION/TO APPLY:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=85ae6907-4097-4143-b4cc-63fd5b28b345&cclId=19000101_000001&type=JS&lang=en_US&jobId=569347