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Director of Collections

Description

One of the nation's leading pharmacies, partnering with long-term and post-acute care facilities to supply medications to thousands of residents and patients. When you join the team, you join the ranks of more than 2,000 dedicated people across the country who help to get safe, accurate, and timely medication to those who need it most.

We are looking for a Director of Account Collections to join our team within our Finance department. The Director of Account Collections is responsible for overseeing the entire accounts collections function within the organization. This role involves developing and implementing strategies to manage and improve cash flow, evaluating creditworthiness, and reducing receivables. The Director of Account Collections will lead team initiatives, ensuring policies and procedures are followed, and will work closely with other departments to resolve billing disputes and optimize customer relationships.

The ideal candidate will have strong attention to detail and is an effective communicator. They are always a team player, eager to jump in where needed and collaborate with others to support the goals of the pharmacy and the needs of customers.

Responsibilities

- **Develop and implement policies and procedures for accounts collections to ensure compliance and efficiency.**
- **Oversee the accounts collections team, providing training, support, and performance evaluations.**

Hiring organization

Premier Personnel Group

Employment Type

Full-time

Beginning of employment

ASAP

Duration of employment

Full Time

Industry

Pharmaceutical

Job Location

Somerset

Base Salary

\$ 120k - \$ 140k

Working Hours

m-f 8am to 5pm

- **Monitor aging reports and oversee collection efforts for overdue accounts.**
- **Analyze credit risk and establish credit limits for customers.**
- **Collaborate with sales and customer service teams to resolve billing disputes and enhance customer satisfaction.**
- **Prepare and present regular reports on the status of accounts collections and cash flow forecasts to senior management.**
- **Identify opportunities for process improvements and automation within the accounts collection's function.**
- **Ensure adherence to financial regulations and company policies.**
- **Manage relationships with external collections agencies as needed.**
- **Stay updated on industry trends and best practices in accounts collections management.**

Qualifications

- **Bachelor's degree in finance, Accounting, Business Administration, or a related field.**
- **A master's degree is highly preferred.**
- **A minimum of 5-7 years of experience in nursing home accounts A/R collections or finance, with at least 3 years in a leadership role.**
- **Strong understanding of accounting principles and financial regulations.**
- **Excellent analytical, problem-solving, and organizational skills.**
- **Proficient in accounting software and**

Microsoft Office Suite.

• Strong communication and interpersonal skills, with the ability to work collaboratively across departments.

Job Benefits

We offer a robust suite of benefits to support employees and their families.

Health and Wellness Benefits

- Medical, Prescription Drug, Dental, and Vision coverage for you and your eligible dependents
- Maternity care program and infertility services
- Tax-favored Health Savings Accounts, Healthcare, and Dependent Care Flexible Spending Accounts.
- EAP Assistance Program with 24/7 access to free counseling, legal guidance, and financial resources

Paid Time Off and Holidays

- 15 PTO days annually and 6 paid/floating holidays

Retirement Planning

- 401(k) retirement planning with company match

Commuter Benefits

- Transit/Parking Spending Account

Voluntary Benefits

- Employee Life and Accidental Death & Dismemberment, Short/Long-term Disability, Critical Illness, Accident, and Hospital Indemnity plans are available for you and eligible dependents

Other Perks and Benefits

- Legal & Identity Theft Protection Programs
- Employee Discounts: Instant savings on hundreds of products and services
- Pet Insurance
- Employee Support Program to eligible employees in times of urgent need

