

Job Title: Senior Financial Analyst/ Senior Accountant
Job Location: Boston, MA

About Boston Healthcare

Boston Healthcare is a global consulting firm focused on enabling companies to derive optimal value from innovative products and services that have the potential to transform standards of care and significantly improve health outcomes. For 25 years, we have provided best-in-class strategic consulting services focused on value and access-related issues for emerging and established medical device, diagnostics, pharmaceutical, and information technology innovators spanning a range of therapeutic and disease areas. We are global experts in developing effective reimbursement and access strategies for innovative products that offer the potential for significant clinical value — particularly in new or evolving categories and where value can be hard to define.

With offices in Boston, Berlin, and Shanghai, we offer strategic support and advice to our global clients on:

- Reimbursement and market access strategies
- Health economics and outcomes research to demonstrate value
- Market analytics to define and optimize opportunities
- Business development and portfolio management to deliver growth

From strategy development to implementation, Boston Healthcare consultants bring energy, problem-solving skills, and creativity to every client engagement. We are individuals with outstanding character, sharp analytical minds, and the ability to work effectively with people at all levels in an organization. For these reasons, our firm enjoys broad appeal as a place for talented people to grow.

Finance/ Accounting

- Assist with monthly Financial reporting, billing and collections
- General ledger accounting and reconciliation
- Collaborate with outside CPA firm with annual review and annual tax return preparation for both BHA and its subsidiaries
- Assist with year-end close and financial reporting
- Payroll and overhead allocation to projects
- Assist with financial reporting for subsidiaries in Europe and Asia
- Assist with annual budgeting and forecasting

General

- Work with PEO to oversee and handle all employee benefit administration
- Set up new clients, employees, projects, tasks etc.
- Prepare Management reports – project performance vs. project budget
- Project/Client Profitability analysis
- Weekly utilization reporting
- Maintain and update project budget performance reports
- Assist with all Timeslips user issues
- Payroll processing using ADP
- Accounts Payable processing using PeachTree
- Ad-hoc reports

Requirements

- Degree in Accounting or Finance
- International accounting experience a plus
- 2-4 years of experience in accounting/finance/payroll
- Excellent Excel skills
- Quick learner
- PeachTree knowledge preferred, will train the right candidate