

Staff Accountant Wildflower Health

About Wildflower Health

Wildflower Health produces mobile health programs that help families better connect to healthcare and help healthcare enterprises influence and support healthy consumer behaviors across a lifetime of health decisions. The company's mobile applications support women and their families to drive prevention, risk identification and connections to care right on the smartphone. The company's products support families during every life stage, from preconception and pregnancy, through pediatrics and adult health, supporting common episodes of care over time. Wildflower Health's applications are offered to consumers worldwide by leading health plans, hospitals and health systems, and employers.

About the Role

We are looking for an organized and highly detail oriented Staff Accountant to join our growing team at Wildflower. This individual will report to the company's Controller in the north bay area and will work closely with members of all departments to handle day-to-day bookkeeping and recordkeeping.

This is a fantastic opportunity for a driven individual who enjoys working in a start-up environment to ensure accurate and timely financial reporting while maintaining the necessary internal controls.

Key Responsibilities

- Prepare accounting related entries
- Accounts payable input and administration
- Manage payroll and benefits administration, including state tax registration and correspondence
- Record revenue and accurately track deferred revenue
- Perform monthly, quarterly and annual accounting activities including bank and credit card reconciliations and bank compliance
- Analyse and report on financial status including income statement variances
- Preparation and analysis of budget vs actual reports
- Build and refine systems, policies and procedures, including internal controls procedures and documentation
- Assist with annual audits
- Assist with state and federal tax preparation

Ideal Candidate

- 3+ years accounting experience
- Expertise with Quickbooks online
- Extensive knowledge of US GAAP
- Proficient in Excel and Word
- Excellent organizational, problem solving and communication skills
- Experience with SaaS companies
- Ability to maintain privacy and confidentiality