



**Position Title: Controller**

**Reports To: Chief Financial Officer**

**Location: Denver, CO**

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Connect for Health Colorado is the state-based health insurance marketplace and support network that allows individuals, families and small employers to compare and purchase health plans from companies including the major health plans in the state in a convenient way. We provide high quality customer assistance by phone and in person, as well as access to federal financial assistance to reduce the cost of health insurance. Our mission is to increase access, affordability, and choice for individuals and small employers purchasing health insurance in Colorado.

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**Position Summary:**

The Controller assists the Chief Financial Officer in managing and directing all financial operations and compliance. This role will support the ongoing development, implementation, and management of sound financial reporting, systems, operations, forecasting, policies, procedures and strategy as well as regulatory compliance for Connect for Health CO. This role will oversee the work of the accounting staff and will be invested in the long-term sustainability planning and forecasting for the organization.

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**Position Responsibilities:**

1. Participate as a team member to create and implement financial plans/budgets, systems and operations to support annual and long-term business plans and strategy based on leadership direction.
  2. Assist with monitoring and evaluating the effectiveness of the organization's financial operations.
  3. Support the development and management of all financial strategy, reporting capability, operations, cash management and payroll.
  4. Ensure adherence to generally accepted accounting practices, regulations/regulatory agencies, and applicable tax laws
  5. Operate accounting software systems including real time departmental dashboard reporting and purchasing system.
  6. Complete the timely filings of financial reports and legal reports as required by Connect for Health Colorado's Board of Directors, state and federal governments and the IRS.
  7. Support treasury function duties as required in such areas as financial strategies, risk management, and banking.
  8. Monitor billings and deliverables related to vendor contracts
  9. Perform daily accounting activities to include Accounts Payable, Accounts Receivable, Reconciliations and monthly close processes.
  10. Assist with the independent audit, potential regulatory audits, and other audits as needed.
  11. Perform other duties as needed by the CFO and/or CEO.
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**Position Requirements:****Education:**

Bachelor's degree in Accounting, Finance, Business and/or CPA designation preferred.

**Experience:**

- Minimum of five (5) years of financial experience.
- Demonstrated understanding of financial standards, accounting and reporting practices.
- Preferred knowledge of Intacct accounting system, but not required.
- Demonstrated ability to effectively manage vendor relationships
- Up to date knowledge of current financial and accounting computer applications.
- Outstanding organizational skills.
- Ability to communicate effectively, orally and in writing.
- Ability to use sound judgment including maintaining confidentiality.
- Proven ability to execute financial responsibilities per lawful and ethical standards.

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**Work Environment:**

- Typical office setting; the Connect for Health Colorado office is in the DTC, near the near the 225/125 junction.
- Work schedule will include some non-traditional hours, weekends and evenings
- Travel throughout Colorado will occasionally be required, mostly day trips along the Front Range (mileage reimbursement available)

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**Compensation:**

Connect for Health Colorado offers a competitive salary and benefits package. Using Connect for Health Colorado's annual benefits allowance, employees may elect from various benefit offerings and tailor a package to best suit their individual needs. Connect for Health Colorado employees are eligible to participate in the organization's 403(b) plan and are additionally provided with paid time off, short and long term disability and life insurance.

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**To Apply:**

Please e-mail resume, cover letter, salary history, and three (3) references to [hiring@C4HCO.com](mailto: hiring@C4HCO.com). Please include position title in the subject line. No phone calls please.

**Connect for Health Colorado is an equal opportunity employer (EOE). Connect for Health Colorado may, at its discretion, conduct a background check on any workforce member and/or require job candidates to successfully complete a background check as a condition of employment.**

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