



West Virginia
Accountant/Auditor 4

SALARY	\$3,179.75 - \$5,882.42 Monthly \$38,157.00 - \$70,589.00 Annually	LOCATION	Kanawha County, WV
JOB TYPE	Full-Time Permanent	JOB NUMBER	BMS2400018
DEPARTMENT	HUMAN SERVICES - BMS - BUREAU FOR MEDICAL SERVICES	OPENING DATE	05/01/2024
CLOSING DATE	5/10/2024 11:59 PM Eastern	LOCATION OF VACANCY	KANAWHA

Nature of Work

BMS2400018

Kanawha County

1 Vacancy

0511P06364

Under limited supervision, this position will perform highly advanced accounting, budget administration, and financial analysis functions which are designed to effectively generate provider and practitioner reimbursement rates for medical services rendered. The position's duties are highly complex and difficult which requires the review of existing rate setting structures as well as visionary reasoning into the innovative possibilities to fairly and equitably reimburse for services rendered to program participants. Work includes preparing highly complex expense, revenue, and reconciliation reports, planning, assigning, and handling sensitive accounting matters. Participation in research and highly complex financial analysis of the Bureau's Medicaid rates for more than 20,000 enrolled providers and practitioners, which will ensure full compliance with all existing policies and procedures. Planning, assigning, and participation in the development of rate setting policies and procedures, including preparation of State Plan Amendments. The work for this position varies and requires the development and adoption of non-standard procedures. The purpose of this position is to ensure that the Department remains fully compliant and current in all aspects of Federal, State, and Departmental regulations in the administration of WV Medicaid rate setting policies now and in the future. Perform other duties as assigned.

- ***Selected candidates who agree to work for a minimum of twelve (12) months may be eligible to receive a \$5000 appointment incentive. This incentive does not apply to current employees of the State of WV and rehires if the employee had a break in service of less than 120 calendar days.***

Position Number: 0511P06364

Job Location: Kanawha County

EEOP UTILIZATION REPORT MAY BE FOUND AT: [#DOHSJOBS](https://dhr.wv.gov/vip/Pages/default.aspx)

Minimum Qualifications

Training: Bachelor's degree from an accredited college or university with at least 24 semester hours in accounting.

AND

Experience: Four (4) years of full-time or equivalent part-time paid experience in professional accounting, statutory accounting, auditing work, forensic accounting, public accounting, investigative and/or forensic auditing, certified fraud examining, or other directly related accounting.

OR

Substitutions: (1) Master's degree in accounting may substitute for two (2) years of the required experience. (2) Certification or registration as a Public Accountant in West Virginia may be substituted for the training and two (2) years of the required experience.

Preference will be given to applicants holding a Certified Fraud Examiner (CFE), Certified Forensic Accountant (CFA), Certified Valuation Analyst (CVA), or applicants who have completed a graduate certificate program in forensic accounting and fraud investigation.

Promotional Only: Three (3) years of full-time or equivalent part-time paid experience in the Accountant/Auditor series.

Other Information

PG: 16 \$38,157 - \$70,589

Market Rate: \$62,195

Appointment Incentive for DHHR:

- \$5,000.00

Substitution:

"An additional one (1) year of experience in accounting, auditing, bookkeeping, and/or finance may substitute for the required accounting semester hours at the rate of one (1) year of experience for every thirty semester hours."

Internal applications **MUST** be submitted directly to the contact person listed below by email or standard U.S. mail.

Email applications to Kim.D.Huffman@wv.gov.

Mail to Kim D. Huffman, at 350 Capitol Street, Room 251, Charleston, WV 25301.

Please include posting number BMS2400018 on application.

Please note: *Applications of covered state employees, mailed to DOP or completed via DOP's on-line method are not forwarded.*

Agency

West Virginia

Address

1900 Kanawha Blvd. East
Building 3 Suite 500
Charleston, West Virginia, 25305

Phone

(304) 558-3950

Website

<http://www.personnel.wv.gov>