JOB OPPORTUNITY #1

Accountant II – Capital Accountant
Department of Controllers Office
Requisition 39752BR

The Capital Accountant is responsible for identifying equipment purchased by various departments within UCSF and capitalizing it into inventory; specifically, reviewing purchase orders to identify inventoriable equipment purchases and proper coding of equipment, interpreting policy, trouble-shooting issues, preparing inventoriable equipment tags, recording capital lease transactions, reconciling monthly general ledger accounts and participating in Capital Accounting physical inventory audits. In addition, the Capital Accountant will provide guidance to departments about the UCOP and UCSF policy and procedures related to inventoriable equipment. The candidate will also perform other related duties.

For the full job description, go to [http://ucsfhr.ucsf.edu/careers/](http://ucsfhr.ucsf.edu/careers/).

JOB OPPORTUNITY #2

Analyst II – Recharge Analyst
Department of Radiology and Biomedical Imaging
Requisition 39979BR

The Recharge Analyst reports to the Principal Analyst with regular teamwork with and guidance from the Senior Recharge Analyst. This position provides essential support for the daily functioning of the core facility finance team developing budgets, rate proposals, and depreciation schedules, and providing reporting and analysis for the department’s 19 core facilities, which together account for more than $5 million in revenue and expenses annually. In addition, the Recharge Analyst reconciles all accounts related to Radiology core facilities, reviewing expenses for accuracy, allow ability, and reasonableness, and making corrections in the general ledger as needed. This position has primary responsibility for the China Basin facilities recharge, resolves billing disputes, and provides overflow and vacation coverage for the billing responsibilities of the Recharge Journal Preparer. The candidate will also perform other related duties.

For the full job description, go to [http://ucsfhr.ucsf.edu/careers/](http://ucsfhr.ucsf.edu/careers/).

JOB OPPORTUNITY #3

Analyst IV – Senior Recharge Analyst
Department of Radiology and Biomedical Imaging
Requisition 39989BR

The Senior Recharge Analyst reports to the Principal Financial Analyst and is a key
member of the financial management team. This position is responsible for the daily functioning of the core facility finance team and provides pro forma business plans, budgeting, reporting, rate setting, and analysis for the department’s 19 core facilities, which together account for more than $5 million in revenue and expenses annually. In addition, the Senior Recharge Analyst is the principal liaison to Core Facility Directors, China Basin Site Manager, and Director of Research Administration to ensure that rates are appropriate for the level of usage and financial plans align with operational needs for both users and core facilities. This position provides daily guidance to the Recharge Analyst II and supervises the Recharge Journal Preparer. The candidate will also perform other related duties.

For the full job description, go to [http://ucsfhr.ucsf.edu/careers/](http://ucsfhr.ucsf.edu/careers/).

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