Downloaded from <https://www.velvetjobs.com/job-descriptions/accounts-director>

# Example of Accounts Director Job Description

Our company is looking to fill the role of accounts director. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for accounts director

* Manage and oversee all Medicaid, Medicare, managed care and all other third-party billing for all inpatient and outpatient programs using current billing systems
* Monitor billing procedures to ensure that we are in compliance with third party billing regulations and vendor requiems
* Reach billing targets system-wide
* Supervise, establish metrics, and conduct evaluations of Medicare and Medicaid billing staff
* Select, hire, train and supervise Accounts Receivable staff in payment operations
* Train staff on the methods to handle electronic billing/payments/remittance uploads from billing system
* Resolve electronic submission issues and work in collaboration with Financial Analyst
* Responsible for Customer Value Creation by facilitating and accelerating the business relationship based upon an understanding of the customer
* Collaborates with the customer with an executive general management approach, bringing strategic value opportunities to the customer that span the capabilities of the Coca-Cola system across the enterprise (inclusive of Commercial Leadership, Supply Chain, Field Execution, Brands, Bottler )
* Manage, mentor and develop Accounts Payable staff of 10

## Qualifications for accounts director

* A Bachelor’s degree or equivalent in any of the Finance disciplines
* Must be well organized, detail oriented, with the ability to multi-task and meet tight deadlines
* Typically 3+ years in digital distribution
* Detailed knowledge of existing digital entertainment business including key global accounts, usage models, and capabilities
* Experience gained in digital content distribution within a digital, Home Entertainment, content licensing or other company engaging in digital licensing
* Good understanding of challenges of working with wide variety of different territories