

Business Manager

Position Responsibilities:

- Business development
- Client relationship account management
- Staff evaluation, training and development, coaching and mentoring for growth
- Human Resource
- Marketing
- Public Relations
- Accounting/Billing
- Event planning
- Ensure self and staff uphold company core values at all times

Position Requirements:

- B.S. in Accounting preferred
- B.S. in Business Management
- Experience in management of an office or business preferred.

Position Qualifications:

- Demonstrate office management skills
- Demonstrate ability to sell services
- Demonstrate Business Development skills
- Demonstrate experience with Accounting/HR/Marketing/Training/Evaluations

Position opportunities:

- Opportunity to become a member of the partnership.

If you are interested in joining the team, please e-mail a cover letter letting us know how you would complement our team, along with your resume to mccarty@mccartyassociates.com