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## Bursar

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Company: Robert Half

Location: Albany

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We are partnered with a growing higher education organization that is seeking a Bursar to join their finance team.

This is a hybrid role with great flexibility!

For immediate consideration, please contact Carmen Warga in our Albany, NY office.

As a Bursar, you will be responsible for managing the financial affairs of the institution, including billing, collections, and financial reporting. The ideal candidate will have a strong background in higher education finance and a commitment to accuracy and integrity.

Responsibilities:

- Manage student billing, collections, and account administration

- Ensure compliance with financial regulations and institutional policies

- Provide strategic financial guidance to senior leadership

- Supervise and mentor staff members within the Bursar's office

- Prepare financial reports and analysis as needed

Qualifications:

- Bachelor's degree required, Master's degree preferred

- 5+ years of experience in higher education finance

- Strong knowledge of financial regulations and compliance requirements

Excellent leadership and communication skills

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