

Business Manager Surgical Services/ CVIR

7 days left



Employer	Adventist HealthCare
Location	Rockville, MD
Posted	Mar 04, 2016
Closes	Apr 23, 2016
Function	Analyst, Business, Management
Industry	Healthcare
Career Level	Experienced (Non-Manager)
Hours	Full Time

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Responsibilities
The Business Manager Surgical Services/CVIR is responsible to the Director, Surgical Services for the management and control of surgical inventory, including procurement, receipt and charge capture of supplies and prostheses. The Business Manager assists with development of and tracking of operational and capital budgets. He/she participates in collaborative teams in the selection of equipment, supplies and surgical instrumentation, as well as supply storage and database management. He/she manages the assessment of strategic surgical services? business needs through data and evidence-based practices. Provides project management expertise for surgical services strategies and action plans. The Business Manager provides leadership for the Product Review Committee. He/she provides leadership and human resource management of surgical support staff.

Actions and attitude that contributes to the critical success factors of the organization (i.e. Best place to work, Most extraordinary experience, Superior outcomes, Financial success for reinvestment, A growing organization vital to the community, and Valued as a faith-based organization

Qualifications
Bachelor's Degree required Masters Degree, preferably in business, finance or health care

management preferred Experience in healthcare required. A combination of experience and education may be considered Expertise in business management tools required: Excel, Access, Office word- processing programs, PowerPoint Experience in acute care financial management preferred Ability to produce financial reports in timely and accurate manner Ability to communicate with multiple audiences: physicians, staff, administration Comprehensive communication skills required

Work Schedule

Full time days

Tobacco Statement

Tobacco use is a well-recognized preventable cause of death in the United States and an important public health issue. In order to promote and maintain a healthy work environment, Adventist HealthCare will not hire applicants for employment who either state that they are nicotine users or who test positive for nicotine use.

Adventist HealthCare will withdraw offers of employment to applicants who test positive for Cotinine (nicotine). Those testing positive for cotinine are given the opportunity to re-apply in 90 days, if they can truthfully attest that they have not used any nicotine products in the past ninety (90) days and successfully pass follow-up testing.

Equal Employment Opportunity

Adventist HealthCare is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected veteran status.

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