
Hospital Chief Operating Officer Resume

Job Objective

Career minded Hospital Chief Operating Officer with years of experience skills and the ability to work independently or as a team seeking position with well-established organization.

Highlights of Qualifications:

- Solid experience in physician relations and recruitment
 - Knowledge of technical and professional skills management
 - Proficient with human resource management and hospital economics
 - Excellent written and verbal communication skills
 - Ability to work closely with physicians, hospital staff and community
 - Ability to maintain confidential information pertaining to patients
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Professional Experience:

Hospital Chief Operating Officer
Emory Johns Creek Hospital, Providence, RI
August 2005 – Present

- Participated in decision-making processes to achieve hospital's mission.
- Ensured successful implementation of changes in healthcare matters.
- Involved actively in program and facility planning, budget preparation.
- Formulated and administered hospital policy
- Represented the hospital at various professional and governmental organizations and meetings.
- Recruited and inducted physicians and para-medical ensuring maximum retention.
- Initiated and implemented new services to generate additional revenue to optimize profits.
- Carried out cost analysis, review of service, budgeting and operational procedures.

Hospital Chief Operating Officer
Metro Health Hospital, Providence, RI
May 2000 – July 2005

- Acted as a member executive leadership team and board of directors and provided necessary support and feedback.
 - Developed and executed operational strategies based on the operational plans.
 - Associated closely with company managers to uphold the culture of company.
 - Designed and implemented policies and programs for operational excellence to achieve company's vision and mission.
 - Promoted services to hospitals and other health care entities through public relation efforts.
 - Developed, managed, and maintained high quality relationships with internal and external agencies.
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Education:

Bachelor's Degree in Health Administration
Drury University, Springfield, MO

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