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# PACS ADMINISTRATOR RESUME

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## Job Objective:

Looking for work within your organization as a PACS Administrator so as to help you advance as a business as well.

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## Highlights of Qualifications:

- Highly experienced as PACS & RIS Admin
  - Huge knowledge of Radiology workflow
  - Deep knowledge of PACS, hospital computing and information systems
  - Familiarity with Unix and radiologist workflow
  - Amazing ability to manage with varied people
  - Outstanding ability to manage under pressure
  - Superior interpersonal and communication skills
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## Professional Experience:

PACS Administrator  
Ascension Health Information Services, Heber City, UT  
November 2007 – Present

- Outlined information management needs of Diagnostic Imaging.
- Analyzed revised business processes.
- Enforced selected PACS and CR systems.
- Established tools to quantify performance metrics.
- Coached personnel and maintained control files.
- Evaluated performance of PACS and CR systems.

PACS Administrator  
Radiology Imaging Associates, Heber City, UT  
December 2003 – October 2007

- Aided outlining of relevant portions of system.
  - Managed system implementation planning activities.
  - Coordinated with IS Director and members of IS staff.
  - Handled testing of all new systems.
  - Established training materials and managed user training.
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## Education:

Bachelor's Degree in Health Care Administration  
Northern State University, Aberdeen, SD

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## Career Goal

To contribute my technical knowledge and skills in RIS/ PACS, VNA, HL7, DICOM and VNA as a PACS Administrator and help in achieving organizational long term goals.

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## Technical Skills:

High technical knowledge of PACS including:

- Intelera 4.3.4
- AGFA Impax 5 & 6
- GE Centricity

Superb in utilizing RIS tools:

- Medinformatix
- GE IC RIS
- IDS Imagecast 10.2

Adept with protocols:

- DICOM
- HL7

Proficient with routing tools namely:

- ACUO workflow manager
- Ultrarad DICOM gateway
- DESACC DIOCM router

Well acquainted with interfacing tools:

- PROSH Custom Engine
- GE ConnectR
- Orion Rhapsody Engine

Solid understanding of 3D imaging:

- Tera Recon
- CareStream 3D
- Vessel tracking

Expertise in utilizing networking tools:

- Switches, routers
- Firewalls, Cisco
- Nortel

Outstanding abilities to:

- Effectively implement business process re-engineering principles
- Manage and implement software upgrades

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## **Relevant Experience:**

PACS Administrator

Madera Community Hospital

January 2012 – Present

Portland, OR

- Assisted in design, enhancements and integration of solutions to support system requirements.
- Provided training to new and existing resources on the use of PACS applications and related upgrades.
- Provided support to IT and Imaging teams on administering PACS system.
- Managed small to medium sized PACS projects from inception to successful completion.
- Coordinated across multiple teams to establish functional standards, policies and procedures.
- Facilitated communication with PACS customers to analyze and convert end user feedback into optimized and effective solutions.
- Assisted in formulating and documenting functional procedures and ensuring information systems conform to established standards.
- Provided technical assistance to users on addressing issues, and reported system needs promptly to relevant team.

PACS Administrator

Sheridan Healthcare Inc

November 2010 – January 2012

City of Sunrise, FL

- Reviewed, troubleshoot and resolved systems interface and performance issues.
- Provided assistance to team on deploying, updating and maintaining complex application systems.
- Provided training to junior analysts on system analysis and specification documentation, and to customers on system functionality and capability.
- Participated in internal PACS system training and communications sessions.
- Authored and established complex systems environment procedures.
- Conducted periodic system maintenance procedures such as backup and disaster recovery plan.
- Provided technical assistance to system vendors and key stakeholders on troubleshooting and resolution of issues.
- Supported assimilation of PACS system with RIS data and IS infrastructure.

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## **Educational Background:**

Bachelor's Degree in Computer Science  
North Carolina Central University

August 2006 – May 2010  
Durham, NC

Cecilia Wyatt  
4409 Railroad Street  
Jacksonville, FL 32256  
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### **Job Objective:**

Qualified PACS Administrator seeking position with dependable firm where I can boost my career and aid in growth of company.

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### **Highlights of Qualifications:**

- Remarkable experience in PACS administration
  - Good understanding of Radiology and Cardiology workflow
  - Wide knowledge of medical terminology
  - Proficient with HMI system, DICOM, HL7
  - Ability to meet needs of on call rotations
  - Ability to diagnose customer issues
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### **Professional Experience:**

PACS Administration  
Skinner & Associates, Jacksonville, FL  
March 2005 – Present

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### **Responsibilities:**

- Managed workflow processes and imparted technical support.
  - Extended end-user training and aided with statistical data.
  - Maintained hospital's Imaging Informatics Quality Assurance Program.
  - Established processes and installed applications.
  - Coordinated with vendors and carried out upgrades.
  - Innovated training materials and formulated reports.
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PACS Administration  
Kaiser Permanente, Jacksonville, FL  
December 2000 – February 2005

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### **Responsibilities:**

- Reviewed the system on regular basis.
  - Managed storage media and networks.
  - Handled quality and evaluated performance.
  - Coached new and ongoing users.
  - Imparted proactive technical administration.
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### **Education:**

Bachelor's Degree in Computer Science  
Feather River College, Quincy, CA

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