



## **Job Posting Operations Manager Hamilton Whitmore Lake**

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Hamilton Community Health Network is seeking an Operations Manager to join our Hamilton Whitmore Lake facility. The Operations Manager is responsible for the development and administrative management work in a practice of multi-disciplinary health services in an ambulatory setting. This individual will be responsible for the planning, organization, and coordination of the operational activities to ensure that effective services occur in the clinics and are provided to the community. Develops and maintains systems and creatively solves problems.

### **Education/Experience Requirements**

Education and/or Experience

***Required:***

- Associate's degree required with a focus in health care, business or related discipline.
- Minimum of three (5) years of progressively responsible administration experience in health care or human service-related organizations.
- Thorough knowledge of the theory and practice of operations and management, preferably in a health care and/or not-for-profit environment.

***Preferred:***

- Bachelor's degree preferred.
- State of Michigan Registered Nursing License preferred.

**OR**

An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.

Interested candidates may apply online at:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=56300&clientkey=24264F384A4F0359E10AB88B8CC7428A>