

Ophthalmic Practice Administrator

Join Our Growing Ophthalmic Practice in Oregon!

Are you an ophthalmic administrator looking to make a significant impact in your career? Imagine working in an environment where your expertise and passion for ophthalmology are fully recognized and rewarded. If this sounds like your dream job, we have the perfect opportunity for you!

Why Join Us?

We are a dynamic and expanding multi-subspecialty ophthalmology practice in Oregon, ready to welcome a top-tier administrator to lead our team.

Your Role:

You will manage the day-to-day operations, including financial oversight, patient flow, and staff training. Your strategic leadership will be crucial in setting and achieving long-term goals, strategies, and policies.

What We're Looking For:

We require a candidate with experience in ophthalmology or optometry management who can bring the following skills:

- **Business Development:** Develop and optimize business opportunities for sustained success.
- **Relationship Building:** Foster strong relationships with industry leaders, referring doctors, and business colleagues.
- **Healthcare Administration:** Deep knowledge of healthcare administration, fiscal management, government regulations, and reimbursement policies.
- **Information Systems Management:** Proficiency in managing computer systems, programs, and applications.
- **Problem-Solving:** Ability to create innovative solutions for complex issues.
- **Clinical Operations:** In-depth understanding of clinical policies and procedures to ensure effective patient care.
- **Analytical Skills:** Analyze practice financial data and provide actionable recommendations.
- **Leadership:** Organize work, delegate tasks, and achieve departmental goals and objectives.
- **Judgment and Discretion:** Develop, interpret, and implement departmental policies and procedures effectively.

Why You'll Love Working With Us:

- **Growth Opportunities:** Be part of a growing organization where your contributions are valued and your career can thrive.
- **Collaborative Environment:** Work with a supportive team dedicated to providing exceptional patient care.
- **Cutting-Edge Technology:** Access to the latest in ophthalmic technology and information systems.

If you're ready to take your career to the next level and join a thriving practice, apply now to become part of our dedicated team.

Apply Today!

Expand your career horizons with us and make a lasting impact in the field of ophthalmology.

Willamette Valley, Oregon

Located in scenic Lane County in the fertile Willamette Valley, is home to warm friendly people with an atmosphere which has something for everyone. Popular activities include running, hiking, skiing, mountain biking, sailing, river walks and boating. Residences here appreciate a healthy active lifestyle. Other popular enjoyments include community gardens, neighborhood libraries, local art, photography, the foodie scene, and the best wine in Oregon! You have a breathtaking place to call home.

let's get started today! to apply for our career – send your resume to charisse@imatters.net - see this and other careers at www.imatters.net

imatters assists employers in staffing key talent, while helping individuals with career transition and growth opportunities – confidentially and no cost to the candidate.

imatters staff has extensive experience in the eye care industry, with a proven track record of recruiting and placing highly talented professionals with cutting-edge practices and corporations. Learn more about us at www.imatters.net

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