

Career Opportunities

SENIOR ANCILLARY SERVICES MANAGER

General Requirements

- Degree in Medicine, Hospital Administration or any related field
- Minimum 10 years' relevant experience in a management level
- Proven experience in administration and supervision of staff
- Strong background in health care with outstanding leadership and communication skills
- Exceptional communication and interpersonal skills
- Good knowledge of Microsoft Word, Microsoft Excel, Computer skills etc.

Job Specification

- Responsible for the direction of the overall technician's operation including but not limited to Rehabilitative Services, Dieticians and Laboratory
- Coordination with relevant clinical specialties and nursing
- Involve in hiring, training, coaching, supervising, scheduling and evaluating assigned employees
- Overall responsible for all employees in the unit
- Direct strategic planning and new business development within the scope of the responsible departments
- Plan and develop operational changes, policies, procedures and ensure the services to meet the objectives of the organization
- Accountable for the budgets of Ancillary Services units and ensure performance targets are achieved
- Integrate and expand business service operations and profit, measure and ensure contract performance and customer satisfaction
- Evaluate, monitor, and manage ancillary business lines to maximize sales volume for products and services
- Review net revenues regularly to ensure financial targets for each department are being met or exceeded
- Provide an objective analysis of cause and reconciliation for financial performance shortfalls
- Develop, implement and enhance a patient centered work environment; meet other departments to streamline hospital goals and objectives

How to Apply

Interested candidates may log on to <https://careers.treetophospital.com/careers> to submit application (updated CV).

We thank all applicants for their interest, however, only those selected for further consideration will be contacted