



LINDA CULLEN

Healthcare Administrator

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PROFESSIONAL SUMMARY

Dynamic and results-oriented Healthcare Administrator with a proven track record of effective leadership and administration. Adept at overseeing daily operations, budgeting, and staff management to ensure efficient and high-quality healthcare services. Known for implementing strategic initiatives that enhance patient satisfaction and streamline workflow.

EDUCATION

2010 - 2014

Master of Healthcare Administration

University of Illinois / United States, Chicago

2008 - 2012

Bachelor of Science in Health Services Administration

Carle Illinois College of Medicine / United States, Urbana, IL

SKILLS

- Staff Management and Leadership Expert
- Budgeting and Financial Management Expert
- Interdisciplinary Collaboration Expert
- Regulatory Compliance Expert
- Patient Satisfaction Improvement Expert

COURSES

2022

CPR/BLS Certification #123456

Oak Lawn Medical Center

EXPERIENCE

2017 - Now

Healthcare Administrator

Oak Lawn Medical Center / United States, Oak Lawn, IL

- Oversee daily operations, budgeting, and staff management to ensure efficient and high-quality healthcare services.
- Implement strategic initiatives, resulting in a 20% improvement in patient satisfaction scores.
- Collaborate with medical staff and department heads to streamline workflow and enhance communication.
- Manage compliance with healthcare regulations and accreditation standards.
- Conduct regular staff training sessions on healthcare policies, patient care standards, and safety protocols.

2015 - 2017

Assistant Healthcare Administrator

Oak Lawn Senior Care Center / United States, Oak Lawn, IL

Assisted in managing day-to-day operations, including staff scheduling and resource allocation.

Implemented quality improvement initiatives, resulting in a 25% decrease in patient care incidents.

Coordinated with insurance providers to ensure accurate billing and reimbursement processes.