



E.O. Posting No. 0077

EMPLOYMENT OPPORTUNITY

Title: Clinic Manager
Division: Health Services
Program: Caldwell and Somerville CHC

Beginning Salary: Negotiable

Travel Required: 40%

Duties:

Provide assistance, oversight, direction and supervision to the daily operations of the St. Joseph Health Point – Somerville Clinic and the Family Health Center in Caldwell. Supervise staff and conduct performance evaluations, analyze flow, evaluate processes and assess for improvement, assist with development of policy and procedures; assure adherence to agency and grant standards; and other duties as assigned.

Education & Work Experience

Two years of supervisory experience, excellent communication skills, previous healthcare management experience.

Certifications/Licenses

Required: Valid Texas license as a Registered Nurse or Licensed Vocational Nurse, valid driver's license and a good driving record.

Resumes/applications are being accepted until position is filled.

Deliver or submit resumes/applications to: Diane Molina, RN, BSN

Mailing address: 1500 University Drive East
College Station, TX 77840

Fax: 979.260.9835

E-mail: dmolina@bvcaa.org

EOE/AA

Date Posted: 9/27/11