

ROBERT SMITH

Marketing & Business Development Associate

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

An experienced operations and recruitment manager dedicated to creating a positive environment for those I work with and the patients we serve.

CORE COMPETENCIES

Microsoft Office, ATS, CRM, Operations, Management, Recruitment, Healthcare, Business Development, Revenue Cycle Management, Billing And Coding, Provider Onboarding.

PROFESSIONAL EXPERIENCE

Marketing & Business Development Associate

ABC Corporation - June 2012 – February 2013

Key Deliverables:

- Worked independently while building relationships with prospective Medical Treatment Facilities C-Level executives and peer networks Assisted in strategic planning for growth of inpatient programs.
- Identified and qualified target hospitals and hospital systems nationwide for potential inpatient programs.
- Assisted business development process including, but not limited to, proposal preparation, financial proformas, reports, statistical summaries and formal presentations for company bid responses.
- Assisted with business decisions for Hospital and Health System C-level executives through effective partnerships, analytics, and understanding industry trends.
- Assisted with company marketing and advertising strategy including all events planning in multiple states, on-site booth set up, logistics, event staffing, and budget.
- Communicated regularly with clients and peers through usage of F2F and virtual technology.
- Collaborated with Chief Development Officer on company marketing and advertising strategy through fact finding and analyzing data.

Business Development Associate

ABC Corporation - October 2011 – April 2012

Key Deliverables:

- Worked independently while building relationships with prospective client hospitals C-Level executives and peer networks.
- Assisted with company marketing and advertising strategy including all events planning in multiple states, on-site booth set up, logistics, event staffing, and budget.
- Developed of division including, but not limited to, development of database, lead generation protocols, and training of staff.
- Identified and qualified target hospitals nationwide as potential Emergency Department, Hospitalist, and/or Urgent Care market areas.

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- Assisted in strategic planning for growth of inpatient programs.
- Established initial contact with Hospital C-Level executives.
- Assisted process and prepare proposals, reports, and statistical summaries for company bid responses.

EDUCATION

- Athletic Training and Injury Rehabilitation - August 1998(Southern Connecticut State University - New Haven, CT)