Familiarity with a health management system from prior experience is highly beneficial.

**Overview**

Our client is a dynamic and innovative healthcare startup with a commitment to empowering individuals and families with convenient and accessible healthcare solutions that improve their well-being. Our client offers cutting-edge telemedicine services, electronic medical records (EMR) management, and a comprehensive range of healthcare solutions.

**Role Purpose**

As the Clinic Manager, you would be responsible for the efficient and effective operation of the medical facility, managing company resources, managing all internal and external stakeholders, and ensuring the delivery of high-quality services.

We are seeking a dynamic and dedicated manager who not only possesses the necessary skills and experience but also resonates with our client's core values. The ideal candidate should be patient-centric, innovative, and have a strong sense of integrity. They should be passionate about delivering quality healthcare services and fostering teamwork.

**Key Responsibilities**

* Oversee day-to-day operations of the facility and ensure the efficient delivery of healthcare services to patients and clients.
* Uphold the organization’s core values in all aspects of management.
* Lead and inspire a diverse team of healthcare professionals.
* Develop and implement strategic plans in alignment with the Company’s goals and objectives.
* Provide leadership and direction to department heads and staff, fostering a culture of excellence and continuous improvement.
* Monitor industry trends, assess the competitive landscape, and recommend initiatives to enhance the hospital's position in the market.
* Develop and implement policies and procedures to enhance operational efficiency and compliance with regulatory standards.
* Collaborate with department heads to optimize resource utilization and improve overall workflow.
* Prepare and manage the hospital budget, ensuring financial sustainability and accountability.
* Monitor financial performance, identify areas for cost savings, and implement financial controls.
* Work with finance and accounting teams to prepare regular financial reports and forecasts, while ensuring financial sustainability and accountability.
* Foster a positive and collaborative work environment, promoting professional growth and development.
* Conduct performance evaluations and provide constructive feedback to enhance individual and team performance.
* Implement quality improvement initiatives to enhance patient safety, satisfaction, and outcomes.
* Build and maintain positive relationships with patients, medical professionals and other stakeholders.
* Collaborate with marketing and public relations teams to enhance the hospital's public image.
* Stay abreast of technological advancements in healthcare and oversee the implementation of relevant technologies to improve patient care and operational efficiency.
* Enroll the company in health management organizations.

**Non-negotiable Behaviours**

* **Patient-Centric Excellence:** Putting Patients First.
* **Innovation as a Way of Life:** Embracing Curiosity and Creativity.
* **Agility in Every Step:** Adapting to Change and Embracing Opportunities.
* **Transparency, the Foundation of Trust:** Open Communication and Mutual Respect.
* **Continuous Learning, our Growth Elixir:** Investing in Knowledge and Skills.

**Requirements (Qualification / Experience)**

***Required:***

* Bachelor's degree in Healthcare Administration, Business Administration, or a related field (Master's degree preferred).
* Proven experience in hospital administration or healthcare management.
* Strong leadership, organizational, and communication skills.
* Knowledge of healthcare regulations, accreditation standards, and industry best practices.
* Financial acumen and experience in budget management.
* Ability to work collaboratively with a diverse group of stakeholders.
* Strong problem-solving and decision-making skills.
* Interpersonal skills.
* Strong verbal and written communication skills.
* Strong computer proficiency.

***Desired:***

* Familiarity with a health management system from prior experience is highly beneficial.

***Knowledge and Skills:***

* Excellent written and oral communication skills
* Naturally-driven curiosity to benchmark and adapt to new trends
* Strong project management and execution with high quality in a fast-paced environment
* Problem-solving and decision-making.
* Strong time management and organizational skills to meet deadlines and manage multiple tasks.
* Tech Savviness, Proficiency in the use of office packages and software.

**To Apply:**

Send an email to **careers@elevationcraft.com**, indicating the role you are applying for in the subject, with a copy of your CV.

Job Type: Full-time

Salary: ₦400,000.00 - ₦700,000.00 per month

Application Question(s):

* This role is a full-time onsite role situated in Lekki, Lagos - Nigeria. If you are successful, are you situated in Lagos to pick up this role? (Note that this role has no provision for a relocation allowance).

Report job