

WILLIAM WILSON

Healthcare Project Manager

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☎ (123) 456-7890

📍 Altamonte Springs, FL

🌐 [LinkedIn](#)

CAREER OBJECTIVE

Experienced PMP and cHAP-certified healthcare professional with expertise in healthcare administration, risk management, and change management, seeking to improve operations, patient outcomes, and organizational growth at Amedisys Home Health.

WORK EXPERIENCE

AdventHealth

Healthcare Administrator

📅 December 2019 - current 📍 Altamonte Springs, FL

- Conducted Salesforce Health Cloud training programs, increasing usage and improving patient care coordination by 24%
- Implemented VisualDx, enhancing patient trust and decreasing misdiagnoses by 8%
- Migrated billing to AthenaCollector, cutting payment delays by 19%
- Designed custom workflows for EHR, reducing patient record processing times by 39%

BayCare Health System

Clinical Research Coordinator

📅 May 2016 - September 2019 📍 Clearwater, CT

- Streamlined data management on Excel, reducing entry errors and increasing analysis efficiency by 15% on average
- Ensured compliance with FDA, GCP, and IRB regulations
- Secured \$1.2M in funding for clinical research projects, expanding research initiatives and project scope by 22%
- Partnered with marketing to create promotional materials for clinical trials, boosting study awareness by 52%

Jackson Health System

Healthcare Consultant

📅 April 2013 - April 2016 📍 Miami, FL

- Identified \$480K in cost savings through resource reallocation
- Optimized patient flow, reducing procedure wait times by 27%
- Collaborated with IT to develop a custom dashboard for tracking patient outcomes, cutting data collection time by 35%
- Assisted in negotiating medical supplier contracts, lowering average costs by 12% without compromising quality or service

EDUCATION

MBA

[University of Central Florida](#)

📅 September 2011 - April 2013

📍 Orlando, FL

B.S.

Health Services Administration

[University of Central Florida](#)

📅 September 2007 - April 2011

📍 Orlando, FL

SKILLS

- Risk Management
- Budget OversightTeam
- Change Management
- Electronic Health Record (EHR)
- Salesforce Health Cloud
- AthenaCollector
- VisualDx
- PEPID

CERTIFICATIONS

- Project Management Professional (PMP)
- Certified Healthcare Administrative Professional (cHAP)