



## **JOB VACANCY**

### **JOB TITLE: Medical Practice Manager II**

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Position:	Full-Time, Exempt
Division:	Medical
Reports To:	Director of Medical Center Operations
Primary Worksite:	Kate B. Reynolds Medical Center, Snow Hill Medical Center
Work Schedule:	Days

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**Summary:** The Medical Practice Manager II is responsible for overseeing the day-to-day operations of the assigned medical center(s); generally either a large center and/or multiple centers with combined supervision of 20 or more employees. Works closely with the Director of Medical Center Operations and the medical staff with the purpose of providing the highest quality services to our patient population in a professional, efficient, and cost-effective manner.

**Minimum Qualifications:** Successful completion of state approved RN curriculum. Bachelor's degree in nursing or other health-related field. A combination of experience and education **may** be considered in lieu of a bachelor's degree. Three years of clinical experience as a RN, preferably in an ambulatory care setting. Two years of relevant supervisory experience.

**Required Licenses/Certifications:** Current license in good standing as RN with the North Carolina Board of Nursing. Certification in Basic Life Support within six months of hire date and then every two years to maintain certification. Current and valid North Carolina driver's license for driving between work settings and to other work-related events.

Interested applicants should submit a GCHC employment application to Cindy Avila, HR Send by mail to 7 Professional Drive, Snow Hill, NC 28580, by fax to 252-747-8163, or by email to [cavila@greencountyhealthcare.com](mailto:cavila@greencountyhealthcare.com).

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