

Clinical Manager

Full Time

Large fast-paced orthopaedic group seeks Clinical Manager to oversee and direct the management of the clinical area to ensure smooth patient flow and excellent patient service delivered in an efficient and cost effective manner.

Responsibilities include:

- Manage staff members in the clinical area
- Recruit, develop and train staff
- Develop and implement policies, procedures and work standards to improve operations
- Ensure that the entire clinical operation is running smoothly and efficiently
- Hold staff meetings and communicate with staff
- Formulate and monitor budgets
- Maintain ongoing communication with clinical providers
- Active member of the management team

Position requires 3-5+ years of experience in the supervision/management of a clinical department. Clinical credentials/degree preferred.

Additional knowledge, skills, and abilities include:

- Excellent management and leadership skills
- Strong time management skills and ability to handle multi-tasking effectively
- Excellent computer and technology skills
- Strong written, verbal, and interpersonal communication skills
- Experience in meeting budgetary expectations

Apply to: Carl Moskey, Administrator
Concord Orthopaedics
264 Pleasant St
Concord, NH 03301



For over 40 years, Concord Orthopaedics has been providing sub-specialty orthopaedic care from our offices in Concord, New Hampshire. Concord Orthopaedics is comprised of 24 physicians, 9 Physician Assistants, and a nurse practitioner providing care in Rheumatology, Foot & Ankle Care, Total Joint Surgery, Sports Medicine, Hand & Wrist Care, Spine Care, Pediatric Orthopaedics, and Orthopaedic Traumatology. In addition to Concord, Concord Orthopaedics also has offices in New London, Derry and Windham.

Concord

New London

Derry

Windham