

POSITION VACANT | ADVENTIST HEALTHCARE

GENERAL MANAGER – SERVICES

An exciting and unique opportunity has arisen to join Adventist HealthCare in a new executive role. Adventist HealthCare comprises of 3 hospitals: Sydney Adventist Hospital, Dalcross Adventist Hospital and San Day Surgery Hornsby. Sydney Adventist Hospital is the largest (524 beds) and is located at Wahroonga. Sydney Adventist Hospital is a teaching hospital affiliated with Avondale College and the University of Sydney and offers excellent facilities, a full range of surgical and medical specialties, diagnostic services, a busy Emergency Care department, 22 operating theatres and an Integrated Cancer Centre. Dalcross Adventist Hospital in Killara is a specialised hospital in beautiful period buildings that have been cleverly designed to incorporate state-of-the-art surgical, medical and rehabilitation facilities. San Day Surgery is located in Hornsby and is a free standing day surgery facility. All facilities have unmatched reputations in our community.

The role reports to the CEO of Adventist HealthCare and is responsible for working across Adventist HealthCare businesses to provide corporate related services to the business. The role has direct leadership of the following services:

- Medical Services
- Risk Management
- Accounting Finance
- Procurement
- Information Service
- Property

The successful applicant would have the following skills and abilities:

- 10 years of management experience in health care
- Prior engagements must have included management of large numbers of staff and a familiarity with Human Resources issues
- Proven management record in terms of effective leadership and positive organisational outcomes
- Excellent commercial analytical and interpretation skills
- Previous experience overseeing a diverse range of corporate services
- High level of commitment to ongoing business process and system improvement

- Proven effective negotiation skills
- Proven collaboration skills with a wide range of staff demonstrating exemplary interpersonal skills
- A strong commitment to the ideals and mission of Adventist HealthCare
- Demonstrated commitment to continuous learning
- A post graduate degree or equivalent professional qualification relevant to areas of responsibility
- Previous experience in developing organisation wide budget forecasts
- Demonstrated ability to direct and manage corporate legal matters
- Preferred previous hospital management experience

Further information at www.sah.org.au or **Melva Lee – Director Human Resources. Email: Melva.Lee@sah.org.au. Ph: (02) 9487 9220**

Applications should be emailed and addressed to:

Melva Lee – Director Human Resources

Email: Melva.Lee@sah.org.au

Applications close 5pm Tuesday 6 June 2017