



Newly created role - exciting career opportunity with Adventist HealthCare

Business Analyst – Innovation Hub

Location – Sydney Adventist Hospital, Wahroonga, New South Wales

- Full time role
- A caring and identifiable culture
- Competitive remuneration and conditions
- Salary packaging program (subject to ATO conditions)
- On-site parking available

Adventist HealthCare Limited is a not-for-profit organisation operating a group of healthcare businesses including the organisation's flagship entity, Sydney Adventist Hospital (The San) based in Wahroonga, NSW. Our other businesses include San Day Surgery Hornsby, San Radiology and Sydney Adventist Hospital Pharmacy.

Employing approximately 2,400 staff members, and working with approximately 1,080 accredited medical practitioners and 470 volunteers, Adventist HealthCare Ltd (AHCL) makes caring for our patients needs our first priority.

We are excited to launch our new Innovation Hub here at AHCL. The Innovation Hub is an integrated Program Office designed to continually improve the performance of the hospital and future proof the organisation. It is committed to enhancing patient experience, clinical care and operational performance.

We are seeking to recruit a Business Analyst to join the Innovation Hub team. This role will form a key part of the team supporting the programs and ongoing delivery of projects across AHCL.

The key responsibilities of this role are to support the identification and development of performance reporting measures and insights that enable clinical and operational staff to implement change across AHCL. To undertake research and to prepare reports and documents to assist project teams and the Senior Manager Development in the identification and attraction of new markets and customers from information provided.

The following criteria are essential for this role:

- Advanced Microsoft Excel skills.
- Ability to develop databases with connections to multiple systems or sources.
- Experience in building performance dashboards and reports in data visualisation tools (e.g. Tableau, Qlik).
- Proven experience as a Business Improvement Analyst working on complex programs driven by strategic business objectives.
- Knowledge of private hospital operations and the ability to influence, engage and deliver for stakeholders at all levels of the business.
- Proven ability to organise, analyse and communicate information and ideas logically, and formulate insight and recommendations for problems and issues
- Well-developed computing skills including Microsoft Word and PowerPoint, with demonstrated ability to prepare high-impact presentations and high-quality documents

- High-level of business acumen, coupled with relevant Tertiary Qualifications and/or other proven relevant business experience.

Desirable criteria:

- Accreditation in one or more business process improvement methodologies e.g. Six Sigma, Lean
- Experience in obtaining business requirements through interviews, documents analysis, workshops to proactively identify areas of issues and trends
- Tableau Certified Professional qualification.

Applications including a covering letter addressing the essential and desirable criteria and up to date curriculum vitae, to be forwarded to Deanne Portelli, Senior Program Manager at Deanne.portelli@sah.org.au Should you wish to make an enquiry or have an informal discussion prior to applying, please contact Deanne Portelli on 0429 023 252 or email Deanne.portelli@sah.org.au

Applicants must have the right to work in Australia. Applications from agencies will not be reviewed.

Applications will close at midday on Friday 24 November 2017. We look forward to hearing from you.