

SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE

January Smith

123-456-7890 | JanuarySmith@anymail.com | Denver CO, 80210 | [http://www.linkedin.com/\[yourLinkedInURL\]](http://www.linkedin.com/[yourLinkedInURL])

Experienced health informatics professional with three years of experience in designing and developing health information systems. Proven ability to manage and analyze large amounts of data to improve patient care. Passionate about using specialized skillset to make a positive impact on the health care industry.

PROFESSIONAL EXPERIENCE

Health Informatics Specialist

12/2020 to Present

County of San Bernadino, San Bernadino, CA

- Assist in the identification, development, and evolution of reporting by working in conjunction with analytics team to develop and improve operational metrics
- Create and manage dashboard reports for management review
- Create and enhance client report presentation based on requirements
- Perform various data analysis using SQL, including ad-hoc-reports
- Research business requirements for product development and applications

Health Informatics Technician

5/2020 – 12/2020

San Bernadino Hospital, San Bernadino, CA

- Monitored data entry into the electronic health record (EHR) system to ensure compliance with departmental policies and procedures.
- Scheduled and coordinated training for new and existing staff members on the use of the EHR system.
- Created and maintained user accounts for the EHR system, including assigning roles and permissions.

Data Analytics Intern

5/2019 – 8/2019

Jefferson Nursing Center, Toledo, OH

- Performed a Quality Control project to ensure that over 1200 medical records were complete in eClinicalWorks in order to reduce costs, duplication, and unnecessary testing
- Assisted in effectively identifying patients who belonged to the Community Services Board and added global reports in 144 patients' EMRs to document findings
- Initiated data entry of 189 respondents in the Patient Satisfaction Survey spreadsheet to address quality improvement measures.

EDUCATION

Master of Science in Health Informatics

Expected June 2024

University of Denver, Denver, CO

- Relevant Coursework: Healthcare Workflow and Gap Analysis, Healthcare Data Mining, Healthcare Database Applications, Health Data Science Reporting

Bachelor of Arts in Health Services Administration

May 2020

University of Michigan, Flint, MI

- Graduated *magna cum laude*; GPA: 3.75
- Member, Michigan Healthcare Executive Student Association (2018-2020)

CERTIFICATIONS: RHIA, Certified Health Information Technician (CHIT), Certified Electronic Health Record Specialist (CEHRS)

SKILLS: MySQL, Quality Control, Quality Improvement, Product Development, Salesforce

*** **THIS SAMPLE RESUME IS USED FOR INSTRUCTIONAL PURPOSES. PLEASE USE YOUR OWN WORDING WHEN YOU ARE WRITING YOUR DOCUMENT** ***