



Hawaii Health Systems Corporation—Maui Region

Kula
HOSPITAL
100 Keokea Highway
Kula, HI 96790

Maui Memorial
MEDICALCENTER
221 Mahalani Street
Wailuku, HI 96793

Lanai
COMMUNITY
HOSPITAL
P.O. Box 630650
Lanai City, HI 96763

EXEMPT VACANCY ANNOUNCEMENT
CONTINUOUS RECRUITMENT UNTIL NEEDS ARE MET
ANTICIPATED VACANCY

DATE POSTED: 12/9/08
JOB TITLE: HOSPITAL ADMINISTRATOR (CLINICAL SERVICES)
RECRUITMENT NO.: MMMC 0195E
SALARY: NEGOTIABLE
JOB LOCATION: LANAI COMMUNITY HOSPITAL, LANAI CITY, LANAI

JOB DESCRIPTION: The primary purpose of this position is the executive leadership and on-going management of administering, directing and coordinating all hospital activities at Lanai Community Hospital. The responsibilities include planning, quality of health care, the allocation and management of financial, physical and human resources, compliance with Federal, State, and other regulatory requirements and standards, influencing legislation and regulation, promotion of the hospital, and emergency planning. **THIS POSITION IS EXEMPT FROM CIVIL SERVICE.**

MINIMUM QUALIFICATION REQUIREMENTS:

Education: Graduation with a Bachelor's Degree from an accredited college or university. BSN in Nursing, MBA or MNA preferred.

Experience:

- A minimum of 10-15 years of hospital/system environment. Preferably with clinical experience in acute, Critical Access Hospital, LTC (SNF/ICF).
- Extensive experience applying concepts of process focused quality management and performance improvement.
- Strong background in principles and practices of healthcare organizations, financial management, personnel administration, and state and federal healthcare regulatory requirement.
- Experience with Long Term Care and Critical Access Hospital clinical requirements and regulation.

Licensure: Possession of a current Nursing Home Administrator (NHA) license in the State of Hawaii.

PERSONS WITH DISABILITIES MAY CONTACT THE EMPLOYMENT OFFICER, MAUI MEMORIAL MEDICAL CENTER AT (808) 242-2251 TO DISCUSS SPECIAL NEEDS IN APPLYING.

An Equal Opportunity Employer

HOSPITAL ADMINISTRATOR (CLINICAL SERVICES) - CONTINUED

OBTAIN APPLICATIONS AT:

Maui Memorial Medical Center
Human Resources Office
285 Mahalani Street, #22
Wailuku, HI 96793
Phone # (808) 242-2251
E-mail: mmmcjobs@hhsc.org
Website: www.mmmc.hhsc.org