



## CONTACT

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## SUMMARY

Results oriented and well regarded professional bringing over 11 years of experience in business operations and healthcare management. Strong organizational skills, planning, and attention to detail are the key elements needed to achieve accomplishments for the organization. Operationalized strategic plans by establishing viable business initiatives.

## CORE COMPETENCIES

- Strategic Planning
- Procedure Development
- Financial Oversight
- Process Improvements
- Influencing and Leading
- Planning and Organizing
- Critical Thinking/Problem Solving Skills
- Project Management
- Transition/Change Management
- Continuous Improvement
- Strategic Partnership Relations
- Team Building & Training

# K. PAIGE PATTERSON

Assistant Director of Business Operations

## EDUCATION AND CERTIFICATIONS

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### **Master of Business Administration- Healthcare Management**

University of Phoenix 2006

### **Bachelor of Science- Healthcare Administration**

Auburn University, 2002

### **Certified Pharmacy Technician**

Pharmacy Technician Certification Board, current

### **Pharmacy Technician**

State of Alabama, current

## WORK EXPERIENCE

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### **Clinical Health Services Assistant Director of Business Operations**

2019–Present

Oversaw the overall business operations of Clinical Health Services

### **Pharmacy Health Services Manager, Practice Operations AU Campus**

2013–2019

Oversaw the overall business operations of AU Employee Pharmacy, Student Pharmacy, Pharmaceutical Care Center, and Healthy Tigers Program.

### **Pharmacy Health Services Assistant to the Assistant Dean**

2013-2013

Managed the Assistant Dean calendar and email correspondence, travel arrangements, reporting minutes from several committee meetings and serving as a liaison to internal and external stakeholders.

### **Interim Manager, Practice Operations-SEIB Wellness Center**

2011-2012

Oversaw the business operations of the State Wellness Center Clinic.

### **Pharmacy Health Services Technician Supervisor**

2005-2011

Supervised of Pharmacy Technicians and Delivery Drivers of Pharmacy Health Services.