

**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES  
EMPLOYMENT OPPORTUNITY**

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

**SENIOR MANAGER, MANAGED CARE OPERATIONS**

Role Title: Program Administration Manager III

Position #:00345

Pay Band 6 Level II Hiring Range \$55,672 - \$92,500

**Closing Date: September 12, 2016**

Exceptional opportunity to lead and manage the operation of the Medallion Medicaid managed care program in the Health Care Services Division's Managed Care Unit. The senior manager will oversee Operations, Quality, Contracts and Administration, Member and Provider Solutions, and Compliance staff and Operations and will have day-to-day contact with contracted health plan leadership. The incumbent must have knowledge of Medicaid, health plan operations, and managed care practices. Requires considerable knowledge of project management and program implementation. Knowledge of the health care industry and experience with health care contracting, contract development and management, provider relations, health care compliance, analytical techniques and performance management techniques required. Requires proven ability with organizational development, staff development and management. Must be able to manage multiple projects, and evaluate health programs and report on quality outcomes. Strong communication skills, both written and verbal necessary. Must be proficient using data analysis software including spreadsheets and database management. Considerable health plan experience preferred. Master's degree or higher in business, public administration, or health services administration strongly preferred. **Pursuant to Sections 2.2-3115 and 2.22-3115 of the Code of Virginia, this position has been designated to file a Statement of Economic Interests Form at the time of employment and semi-annually thereafter.**

**ONLINE STATE APPLICATION REQUIRED**

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS by **11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: [http://www.dmas.virginia.gov/Content\\_pgs/ab-emp.aspx](http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx)

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance.

EEO/AA/ADA