**[Your Name]**

[Current job title, if applicable]

[Street Address, City, Zip Code]

[Contact number] | [Professional email address]

[Website/blog link] | [LinkedIn profile]

**Summary:**

[Briefly discuss your experience, skills, and how you will improve the operational efficiency and profit of the healthcare facility if you’re hired.]

**Achievements/Highlights:**

[List any achievements/awards/notable contributions relevant to the healthcare business analyst role in reverse chronological order.]

**Experience:**

[Company Name / Job Title, Month 20XX – Present, Location]

[Briefly describe key duties and contributions related to healthcare system optimization and/or business administration.]

[Company Name / Job Title, Month 20XX – Month 20XX, Location]

[Briefly describe key duties and contributions related to healthcare system optimization and/or business administration.]

[Company Name / Job Title, Month 20XX – Month 20XX, Location]

[Briefly describe key duties and contributions related to healthcare system optimization and/or business administration.]

**Certifications:**

[Name of certificate / license, Institution, 20XX]

[Name of certificate / license, Institution, 20XX]

[Name of certificate / license, Institution, 20XX]

**Education:**

*(List your schools in reverse chronological order)*

[School or institution | Location, Month 20XX – Month 20XX]

[Degree name / Majors / Relevant certificate]

[School 2 | Location, Month 20XX – Month 20XX]

[Degree name / Majors / Relevant certificate]

**Skills:**

* [Bulleted list of key skills relevant to healthcare management and business administration. List 5–10 skills, including both soft and hard skills. Be sure to include software and tools you’re familiar with.]