

## ***Electronic Health Record Technician***

---

Galen Healthcare Solutions is a Professional and Technical Services Company with a specific focus on assisting members of the health care community with the challenging, sometimes painful task of migrating to a predominantly paperless world. Galen has built the largest and most accomplished group of Enterprise EHR professionals within our community. Along with size and experience, Galen brings true breadth and depth across Implementation, Project Management and Technical Services.

In 2010, *Inc.* magazine ranked Galen Healthcare Solutions #21 in the health industry and #333 overall on its fourth annual Inc. 5000, an exclusive ranking of the nation's fastest-growing private companies. The list represents the most comprehensive look at the most important segment of the economy—America's independent-minded entrepreneurs.

Galen prides itself on being a unique consulting organization and is well-positioned to leverage its experience, its relationships, and its expertise to empower its partners in their efforts to provide extraordinary patient care through the use of technology. We encourage forward-thinking, learning and applying new skills and think of ourselves as a family.

### **Position Description**

We are seeking an EHR Technician in the Burlington, VT office. This role is specifically focused on the technical aspects of system upgrades, hardware installations, and troubleshooting technical issues. We are looking for candidates with experience working with Microsoft technologies such as Windows Server, SQL Server and .Net. EHR experience is preferred, but not required.

You will be responsible for:

- Installing client and server components of EHR systems
- Upgrading clients' test and production EHR systems
- Following clients' change control process
- Thorough and professional communication to all clients

### **Requirements**

- Strong communication skills
- Robust technical acumen
- Troubleshooting skills
- Ability and desire to learn

Additional desired skills:

- Windows Server Administration
- SQL Server Administration
- Windows PC support
- Windows networking
- Healthcare experience (IT or clinical)



embrace the new world of healthcare

---

Travel: Up to 25%

Experience: 1-3 years professional IT experience.

Education: Computer Science, MIS or related degree preferred.

Location: Burlington, VT

Applicants must be a U.S. Resident or currently able to legally work in the U.S

Please submit resumes to [careers@galenhealthcare.com](mailto:careers@galenhealthcare.com)

---