

From: SC Institute of Medicine and Public Health <megan=imph.org@mail182.wdc02.mcdlv.net>
To: Kester, Tonykester@aging.sc.gov
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Subject: IMPH Recruiting Business Manager

The South Carolina Institute of Medicine & Public Health (IMPH) is seeking a business manager to plan, coordinate and perform administrative, business management and support activities for the Institute.

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The South Carolina Institute of Medicine & Public Health (IMPH) is seeking a business manager to plan, coordinate and perform administrative, business management and support activities for the Institute. This position supports the financial activities and administrative aspects of the various programs and projects of this non-profit organization. The position requires an employee who is a self-starter who can work with minimal supervision. Also, a high degree of independence, discretion and professional judgment is essential. Candidates must have a bachelor's degree and six years of related experience in business management, administrative services or related field; or equivalency. Learn more, including how to apply, at <http://imph.org/imph-recruiting-business-manager/>.

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