



## Health Records Technician

### REQUISITE SKILLS, ABILITIES AND QUALIFICATIONS

- Graduate of a community college course in Health Information Management or equivalent
- Registration with the Canadian College of Health Record Administrators (Canadian Health Information Management Association)
- Strong interpersonal, oral, and written communication skills
- Computer skills and demonstrated knowledge of computer applications used in a hospital setting
- Knowledge of hospital ADT system, dictation system, report generator, coding software

Qualified applicants are invited to submit their resumes to [hr@renfrewhosp.com](mailto:hr@renfrewhosp.com) or Julia Boudreau, V.P. Corporate Services, Renfrew Victoria Hospital, 499 Raglan Street North, Renfrew, Ontario, K7V 1P6. Although we appreciate all responses, **only those candidates selected for interview will be contacted.** A vulnerable sector check completed within the past six months is a requirement for employment at RVH.