

POSITION OPENING

POSITION:	PACS ADMINISTRATOR	STATUS:	FULL TIME
DEPARTMENT:	RADIOLOGY	HRS/PAY:	75.0
SUPERVISOR:	RADIOLOGY MANAGER	JOB GRADE:	TBD

RESPONSIBILITIES

PACS Administrator is responsible for the daily operations of the Picture Archiving and Communications Systems. Oversees equipment maintenance and systems testings, upgrading, and installing. The PACS Administrator acts as a liason between the radiology department and the end user. They will be responsible for trouble shooting and problem solving when there are hardware, network, and/or software issues. The individual may need to be available after hours when there are unexpected downtimes.

At least three years of Radiology experience is required, previous PACS experience is preferred. Current ARRT certification required.

JOB DESCRIPTION

Job description outlining responsibilities and qualifications is available in Human Resources. Application for the position indicating qualifications can be written or e-mailed and must be submitted to Barb Kostok, Human Resource Director.

Date Needed To Start: As Soon As Possible

Posting Period: 08/22/2025 - 08/26/2025

Application Deadline: Noon: 08/27/2025