



# Sophie Taylor

A healthcare project coordinator with 5 years of experience in managing healthcare-related projects. Strong ability to liaise between clinical staff, healthcare administrators, and external stakeholders to ensure project success.

## CONTACT



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LinkedIn | Portfolio



Los Angeles, CA 90001

## EDUCATION

Master of Public Health (MPH)  
University of Southern California, Los Angeles, CA  
May 2017

Bachelor of Science (B.S.) Health Administration  
University of California, Berkeley, CA  
July 2015

## KEY SKILLS

- Healthcare project management
- Stakeholder communication
- Budget and resource management

## PROFESSIONAL EXPERIENCE

- Healthcare Project Coordinator, MediCare Solutions, Los Angeles, CA**  
August 2018 – Present
  - Coordinated healthcare projects, including patient care system integrations and compliance initiatives
  - Managed project budgets and resources, ensuring projects were delivered within scope and budget
  - Worked closely with medical professionals and administrators to ensure project success, resulting in improved patient care
- Project Coordinator, HealthBridge Consulting, Los Angeles, CA**  
June 2015 – July 2018
  - Assisted in the coordination of healthcare-related projects, ensuring timely completion
  - Facilitated communication between healthcare teams, improving project transparency and efficiency
  - Developed and maintained project documentation and schedules, improving team collaboration