

AMERICAN BOARD OF INTERNAL MEDICINE

PRODUCT DEVELOPER

POSITION SUMMARY:

The Product Developer is responsible for translating product requirements into web-based products, particularly the ABIM PIMs Practice Improvement Modulessm, working closely with the Product Architect. This position also coordinates training and testing activities associated with new product releases.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Lead work effort required for building new features, functionality, and content into web-based products on multiple product platforms, working closely with the Product Architect and others across multiple departments.
- Assist with the tracking of milestones and deliverables for key department projects.
- Manage assigned projects and summarizes findings for internal and, as appropriate, external audiences.
- Work closely with Product Support Specialist and ensure that all new product functionality is communicated to the appropriate internal and external teams.
- Facilitate training sessions with the Registration Department and any departments that have direct interaction with diplomates.
- Assist the Product Support Specialist with Diplomate support efforts, including the product helpline, and act as a backup when necessary. Assess the process for each activity to ensure that the Diplomate's needs are met, and that other departments are receiving the information they need from the product teams.

KNOWLEDGE, TRAINING AND EXPERIENCE:

- Ability to establish and maintain effective working relationships with all levels of ABIM staff, Board members, officials, physicians and external stakeholders.
- Excellent analytic and problem-solving skills; ability to interpret, synthesize and report data and carry out complex instructions.
- Strong proficiency in MS Office software products (Word, Access, Excel, Project, Visio, Outlook).
- Excellent project management skills.
- Excellent writing, grammar, proofreading and editing skills.
- Excellent communication skills in delegating and accepting tasks.
- Ability to demonstrate initiative and flexibility; must be able to work independently, as well as a member or leader of a team.
- Undergraduate degree required with a minimum of 3-5 years relevant experience.
- Education and/or experience in the healthcare industry preferred.

If you are interested in applying for this position, please submit resume to: resumehr@abim.org or contact Donna Campbell or Chris Brod in the Human Resources Department.