


## Muteb Owaid Al-Mutrafi

 Riyadh, Saudi Arabia

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### Objective

Health Informatics Specialist with over 6 years of hands-on experience in supporting and developing electronic health systems. Proficient in managing electronic medical records and analyzing health data to drive quality improvement. Seeking to join a forward-thinking healthcare organization to contribute to digital transformation and enhance healthcare delivery using advanced technologies and international standards.

### Education

Bachelor's Degree in Health Informatics  
Inaya Medical College

### Professional Experience

#### **Health Informatics Technician**

Medical City, King Saud University – Riyadh

2014 – December 2020

- Supported implementation and optimization of Electronic Health Record (EHR) systems.
- Collaborated with clinical and IT teams to ensure data accuracy and workflow efficiency.
- Contributed to system upgrades and user training to enhance system utilization.
- Participated in data analysis and reporting for clinical and administrative decision-making.

### Technical Skills

- Electronic Health Record Systems: Cerner, CareWare, OpenEMR
- Database Management: Oracle, SQL Server
- Reporting & Analysis Tools: Microsoft Excel, Power BI, Crystal Reports
- Health IT Standards: HL7, FHIR, SNOMED-CT
- Specialized Areas: Health Information Security, Data Quality Management

### Soft Skills

- Effective Communication
- Analytical Thinking & Decision Making
- Team Collaboration

- Attention to Detail
- Training & Technical Instruction

### **Certifications & Courses**

- Health Data Analysis with Excel – Coursera
- Advanced Certificate in Health Informatics – Johns Hopkins University (Coursera, 2025)
  - Culminating Project in Health Informatics
  - The Social and Technical Context of Health Informatics
  - Outcomes and Interventions in Health Informatics
  - The Data Science of Health Informatics
  - Leading Change in Health Informatics
- Clinical Documentation Improvement (CDI) – Meta Healthcare
- Practical Fundamentals of Bioinformatics – Informa Talents
- Health Informatics in Health Data Analytics – Informa Talents
- Nphies Platform Training – Nphies Academy (2025)

Microsoft PowerPoint – Droob

Introduction into Project Management Professional (PMP) – Droob

### **Languages**

- Arabic: Native
- English: Very Good (Reading, Writing, Speaking)

### **Additional Information**

- Professional License: Health Informatics Specialist – Saudi Commission for Health Specialties
- Professional Membership: Active Member, Informa Talents
- Availability: Ready to Join Immediately
- License Status: Valid and Up to Date
- Professional Membership – Governance and Development of Digital Data (GOVI), Health Informatics Specialist, Member No. 2237248 (2025–2026)
- Population Health Management – 2025
- Mastering the Revenue Cycle Management: From Patient Access to Final Collections – Meta Healthcare Saudi Arabia (SCFHS Accredited, 2025)