Sofia Marchetti

// Medical Equipment Planner

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> SUMMARY

Medical Equipment Planner with 5 years in hospital equipment work, including 3 years of medical equipment planning for construction and renovation projects from schematic design to move-in. Builds equipment lists, room data sheets and equipment budgets, places equipment in AutoCAD and Revit, and handles vendor coordination to keep projects on schedule and on budget.

> SKILLS

• Medical Equipment Planning • Equipment Lists • Room Data Sheets • Equipment Budgets • Cost Estimates

• AutoCAD • Revit • Procurement • Excel • Vendor Coordination

> EXPERIENCE

Medical Equipment Planner 05/2023 - Present

Lakeshore Healthcare Planning Group Chicago, IL

Healthcare equipment planning consultancy working with architects and hospital owners.

- Build equipment lists for 6 hospital projects, the largest a 280-bed tower with **9,000** line items.
- Develop cost estimates and budgets, holding a $38M equipment package within 2% of the approved figure.
- Produce room data sheets for 420 rooms and flag 60 utility conflicts with architects before construction documents.
- Evaluate vendor quotes and assemble procurement packages for imaging, sterile processing and lab equipment.

Clinical Engineering Associate 06/2021 - 04/2023

Fox River Medical Center Elgin, IL

Clinical engineering department of a 300-bed community hospital.

- Inventoried 4,500 medical devices across 30 departments to rank replacements by age, condition and service history.
- Drafted equipment specifications for 2 department renovations and scored 11 vendor proposals for the committee.
- Tracked 35 capital requests in Excel and presented priorities to the capital committee each quarter.
- Coordinated delivery and installation of 300 new beds and monitors with vendors during a 2022 unit renovation.

> EDUCATION

Bachelor of Science 05/2021

Illinois Institute of Technology Chicago, IL

Biomedical Engineering