

Medical Assistant Job Listing

Conscientious Medical Assistant for busy surgical practice. Applicant must possess the following qualities: avid learner, ability to work independently, hard-working, self-driven, problem solving, multitasking, resourceful, and a team player. Job responsibilities include: general medical assistant duties including patient intake and taking vitals, answering phones, calling patients, scheduling patients, etc. Being bilingual with any language would be ideal.

Job Type: Full-time

Call: 440-617-6061 to schedule an interview

Salary: Negotiable

Fax your resume to: 440-617-6065

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Disability insurance
- Health insurance
- Life insurance
- Paid time off
- Retirement plan
- Vision insurance

Medical Specialty:

- Surgery

Schedule:

- 8 hour shift
- Day shift
- Monday to Friday

Education:

- High school or equivalent (Required)

Experience:

- Medical Assistant: 1 year (Preferred)

License/Certification: BLS Certification (Preferred)

- Certified Medical Assistant (Preferred)
- CPR Certification (Preferred)