



ID: 30006

Title: Office/Dental Assistant

Pay Rate: Hourly Wage, Commensurate With Experience

Job Description:

American Business Consulting (ABC), an ADA-registered Practice Management Consulting Group, is one of the nation's fastest-growing providers of business solutions for Dentists and Dental Specialists. In addition to offerings such as advertising, recruitment, and practice transition advising, we feature turn-key practice start-ups and expansions for new and existing practitioners. Currently, we are seeking a Cross-Trained Office/Dental Assistant for a client on Mississippi's Gulf Coast.

The Assistant will be responsible for assisting the client doctor in performing administrative duties and providing clinical care to patients. Capable of assisting a variety of procedures. Should have lab experience as well. Comfortable working around children. Competency in the use of a variety of computer hardware and software systems, including Dentrrix/Dexis.

Qualifications and Requirements include:

High School Diploma required.

Associate's or Bachelor's Degree preferred.

Bilingual (Spanish) preferred.

Ability to take direction from doctors essential.

Education: High School Diploma required, College degree preferred. Completion of a dental assisting certification program required.

Location: Gulfport, MS

Employment Status: Permanent/Part-Time

Please apply by sending a current CV to info@proabc.com, subject "Job ID 30006"