

Dental Assistant I/Trainee - School of Dental Medicine  
Tufts University

Direct Link: <https://www.AcademicKeys.com/r?job=140206>

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Posted Mar. 16, 2020, set to expire Jul. 27, 2020

**Job Title** Dental Assistant I/Trainee - School of Dental Medicine  
**Department**  
**Institution** Tufts University  
Boston, Massachusetts

**Date Posted** Mar. 16, 2020

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Dental Technology

**Job Website** <https://tufts.taleo.net/careersection/ext/jobdetail.ftl?job=20001218>

**Apply By Email**

**Job Description**

Tufts University School of Dental Medicine (TUSDM) offers one of the most forward-looking educational environments in dental medicine in the country. Since its founding in 1868, TUSDM has been committed to leadership in education, patient care, research, and community service. Students obtain an interdisciplinary education, integrated with medicine, with access to training in dental specialties. Clinics at TUSDM provide quality comprehensive care to more than 20,000 individuals annually. Nationally and internationally, the school promotes health and educational programs and researches new procedures, materials, and technologies to improve oral health.

This position requires the incumbent to be proficient in all aspects of Dental Assisting responsibilities. The dental assistant will assist Pre-Doctoral Dental Students chair side, set up and break down operatories, clean operatory areas after each patient and stock all materials needed in the clinic on a daily basis. Incumbent may support clinic dispensary staff as back up when needed. The Dental Assistant will ensure Pre-Doctoral clinics and Students are OSHA and HIPAA compliant.

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### Qualifications

#### Basic Requirements:

0-1 years of experience.

Vocational/Technical training or Associates Degree.

Radiology certification required, DPH Dental Assistant License.

Sound knowledge of HIPAA and OSHA compliance.

Familiarity with dental software, email and Microsoft Word.

Ability to lift 25 lbs. with or without accommodation.

#### Preferred Qualifications:

Should be proficient in taking radiographs.

Competent with infection control procedures.

Excellent communication and organization skills.

Ability to work with patient's parents, guardians, and care givers.

Excellent oral communication skills.

Should be a team-leader, self-motivated, well organized and have the ability to manage his/her time efficiently.

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### Contact