

Dispensary Assistant - School of Dental Medicine Tufts University

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Posted Dec. 22, 2022, set to expire Dec. 31, 2023

Job Title	Dispensary Assistant - School of Dental Medicine
Department	
Institution	Tufts University Medford, Massachusetts
Date Posted	Dec. 22, 2022
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Dentistry - General
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Job Description	

Overview

Clinical Affairs oversees the operations of day to day patient care for Tufts Dental student.

What You'll Do

The Dispensary Assistant is responsible for organizing and stocking inventory, issuing and receiving instruments. Responsible for equipment control and security of dental equipment and instrument cassettes. Follow all Infection Control Protocols and Procedures. Maintains a clean, well-organized work area, and provides excellent customer service to students and staff in Dental Clinics.

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What We're Looking For

Basic Requirements:

- 1-3 years related experience
- High school diploma or equivalent
- Basic computer skills
- Ability to lift 30 lbs with or without accommodation
- Documentation of Hepatitis B vaccinations
- Documentation of Covid-19 Vaccinations

Preferred Qualifications:

- Vocational/Technical training or Certified Dental Assistant desirable.
- Knowledge of dental instruments.

Contact Information

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

Contact