

**Job Opportunities**

**Dental Assistant, EDDA**

**Bellevue, Full-time**

HealthPoint Family Care is a private primary care medical and dental practice located in Northern Kentucky. The organization employs over 150 highly qualified physicians, dentists and support staff who are dedicated to providing care for children, adolescents and adults, including many without health insurance.

We are seeking an experienced full-time Dental Assistant, EDDA.

Job Responsibilities:

* Assists the dentist in basic clinical chair side functions
* Prepares operatory for patient treatment as directed by the dentist
* Exposes and develops dental radiographs in accordance with state regulations
* Maintains operatory areas according to established dental protocols to include supply set up, safety, OSHA and other state specified regulations
* Performs sterilizations on all necessary tools, materials and equipment
* Performs independent duties to include taking impressions, performing pulp vitality testing, polishing, and applying sealants.
* Will perform registration and scheduling for patients
* Assist in all necessary recording keeping and tracking for patients and management reports, as required.

Requirements:

* Must have 1+ years on the job experience as an EDDA in a dental office
* Current Dental Assistant certification through an educational facility
* Radiology certification is required
* Coronal polishing certification preferred
* Dentrix experience preferred
* Proven customer service skills
* Must have current Expanded Dental Duties Assistant (EDDA) certification
* Must have active CPR Certification
* Proven customer service

***Posting Dates: 05/07/18 – 05/14/18***

**Contact**

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