



CUYAHOGA VALLEY
CAREER CENTER

Cuyahoga Valley Career Center

Job Posting #2742

Job Posting Date: 9/25/2020

Employer Information: Ashoo Khanuja DDS MD
Contact: Dr. Ashoo Khanuja
6701 Rockside Rd. #209
Independence, OH 44131
Phone: 216-328-1234 **Ext:**
E-mail: khanuja@sbcglobal.net

Main Business: Oral Surgery

Job Title: Surgical Dental Assistant

Full/Part-time: Full-Time **Job Hours:** 8am-6pm

Job Duties: We are looking for an outgoing, hard-working individual with a social personality that can be available to our patients and provide exceptional care. Must have a strong work ethic and be able to multitask in our fast paced practice.

Position is full-time 32-37 hours on average.
Hours are Mondays/Wednesdays/Fridays and some Tuesdays and Thursdays.
Working hours may vary. Some evenings required. Must be flexible.
Competitive pay offered based on experience.

Job responsibilities will include:

- Patient intake including taking x-rays and providing consults
- Chair-side assisting in both local and IV anesthesia cases
- Knowledge of surgical instruments and implants

Required Qualifications:

- High school diploma
- Two years dental assisting experience
- At least one year surgical assisting experience
- Excellent customer service and verbal communication skills
- Punctual, flexible, and reliable
- Current Dental x-ray licensure
- CPR certified

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Preferred Qualifications:

- Experience in Windent and/or Carestream software
- Experience taking CT scans
- Knowledge of dental coding

All inquiries kept confidential. Only those candidates selected for further consideration will be contacted.

Please send resumes by email: Khanuja@sbcglobal.net or fax 216-328-1229.

Compensation: \$16-18 per hour

Special Notes / Additional Information:

How to Contact: Email resume, Mail Resume, By Phone

Seeking:

High School Student, CVCC Alumni,
Adult /Job Seeker

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