



Dental Technical Assistant

Institution: Cree Board of Health and Social Services of James Bay Job title: Dental Technical Assistant Workplace: Cree territory of James Bay Union: CSN Status: Temporary full-time and Occasional Start date: As soon as possible Type of shift: Rotation: Day / Evening / Weekends Hours per day/week: 7.25/36.25 Salary: Min. (1) \$20.20 – Max. (5) \$21.55 Housing provided: No Posting date: 06/05/2021 – 07/05/2021

SUMMARY OF THE POSITION

Person who assists the dentist, dental surgeon or dental hygienist in the performance of their duties in clinics or during examinations or surgical procedures. The person takes care of the preparation, general maintenance, storage and, if applicable, the sterilization of the required equipment and supplies. The person will also complete files, medical records and take care of inventory management.

REQUIREMENTS

Education:

• High School Diploma

Experience:

• One year of relevant experience.

Knowledge and Abilities:

- Knowledge of health services and the operation of a dental clinic is an asset;
- Ability to cope with stress;
- Understands and acts on detailed verbal instructions;
- Ability to manage a great deal of details;
- Excellent manual dexterity.

Language:

- Fluent in Cree and English;
- Fluency in the French language is an asset.

Other:

- Variable schedule according to the needs of service and the visits of the specialists. The schedule will be communicated one month in advance;
- Possibility of travel to other communities according to the organization's needs.

Note:

• The Dental Assistance Training will be given over a 12-week period for those with a High School diploma only.

APPLY BY EMAIL:

To apply, or for more information regarding the position and job description, please send your resumé to **jobs.reg18@ssss.gouv.qc.ca**.

Questions? Contact us by phone at 514-861-5955 or send an email to jobs.reg18@ssss.gouv.qc.ca.

We thank all applicants for their interest; however, only those candidates selected for an interview will be contacted.