



Carson Medical Group

JOB DETAILS:

Carson Medical Group is seeking a Nationally Certified Medical Assistant to join our Pediatrics team. This individual will be working in a team environment supporting providers and patients in the office, primarily performing telephone triage.

Carson Medical Group offers a competitive salary and the selected candidate would be eligible for Carson Medical Group's benefits package, including medical, dental, and vision insurance as well as a 401K matching program.

Carson Medical Group is an independently provider owned and operated large multi-specialty group that has been serving Northern Nevada since 1974. With three locations, and over 40 providers, our specialists span the fields of Family Practice, Pediatrics, Obstetrics, Gynecology, and ENT. Carson Medical Group is respected in the community for its medical expertise and work towards a healthier community. In addition to providing excellent primary care, CMG focuses on population health and is a NCQA Recognized Patient Centered Medical Home.

ESSENTIAL JOB DUTIES:

- Triaging telephone and web encounters
- Providing over the phone advice using standard protocols
- Rooming patients
- In-House testing
- Immunizations
- Assisting with in-office procedures

JOB REQUIREMENTS:

- Excellent customer service
- Medical Assistant certification required
- Experience working as a Certified Medical Assistant
- Pediatric experience required
- Good communication skills
- Ability to work well with a team
- Bilingual a plus

JOB SNAPSHOT:

Employment Type – Full-Time

Hours of Work – Days (Monday – Friday)