

Dental Administrator

Lethbridge Dental Services South

We are growing and need a team player who can shift gears easily, who thrives in change, and always puts the needs of the patients first!

Duties include booking appointments, taking payments and all other reception duties. You will need to be confident and comfortable communicating effectively with patients.

You must be organized and be able to work in a fast-paced environment.

We require a well-rounded individual looking to enhance their dental knowledge.

Perks include Medical and Dental Health Benefits, uniform allowance, continuing education opportunities, and much more!

We are looking for someone with Dental Experience to join our long-time employees. Dental knowledge is an asset, but attitude, customer service, drive, and willingness to learn is essential. Are you our missing piece?

Please send a resume to jamie@ldss.ca

This job posting closes May 15th, 2024