



Where Expertise and Compassion Meet

WE SEEK AN IMAGING ASSISTANT TO JOIN OUR TEAM

As part of the imaging team, our imaging assistants are responsible for providing outstanding customer service to our patients in our busy, fast-paced clinic. They ensure the overall management of the entire patient workflow process, which includes greeting patients, checking in and out, scheduling appointments, transporting patients to and from the imaging rooms and area, maintaining the patient imaging waiting area and imaging rooms, calling and screening patients, and maintaining patient medical records and radiology images.

Our ideal candidate has:

- Prior clerical experience in a medical setting;
- Demonstrated outstanding customer service;
- Great attention to detail, compassion, empathy and strong interpersonal skills to communicate with patients in-person and over the telephone;
- Strong communication and team member skills;
- Proven ability to maintain patience and composure when faced with challenging situations;
- Ability to assist patients physically including pushing wheelchairs; and
- Ability to pass background check.

Preference is given for:

- NextGen® or comparable EMR experience
- Bilingual language abilities – Spanish

To Apply: Please visit <http://www.hopeorthopedics.com/careers> to download our application and for contact information on how to submit.

Hope Orthopedics of Oregon is an Equal Opportunity Employer

Hope Orthopedics of Oregon | 1600 State Street, Salem, OR 97301 | hopeorthopedics.com