

## Dental Assistant

Our Grandview Missouri location is hiring for a Dental Assistant.

Ask for Edith 816-307-7000

Email [edith.alvarado@celebratedentalkc.com](mailto:edith.alvarado@celebratedentalkc.com)

Address 12414 S U.S. 71 Hwy, Grandview, MO 64030

### Dental Assistant

Some experience is preferred. Fluent in Spanish a plus, but not required. We offer flexible schedules. Pay \$13 - \$17 per hour based on experience. Job Type: Full-time

### Responsibilities:

- Oversee dental health service activities and personnel
- Work collaboratively with the dentist to maintain a smooth back-office flow
- Maintain a clean environment to ensure patient safety
- Establish and enforce back-office policies and procedures
- Assist the dentist chairside during procedures
- Sterilize instruments and prepare treatment rooms for dental procedures
- Take diagnostic x-rays
- Greet and prepare patients for treatments

### Qualifications:

- Previous experience in the dental field preferred, but not required
- Strong leadership qualities
- Strong organizational skills
- Excellent written and verbal communications skills
- Experience in all aspects of general dentistry, including oral surgery and endodontics, is preferred but not required
- Reliable

### Other requirements:

- Ability to work evenings (until 7 PM)
- Ability to work up to 2 Saturdays per month (8 AM - 1 PM)

### Office hours are:

Monday - Friday 8 AM - 7 PM

Saturday 8 AM - 1 PM