



COBB & DOUGLAS PUBLIC HEALTH

Healthier lives. Healthier community.

Employment Opportunity

Hourly Dental Assistant 1

Position #00217113

Cobb and Douglas Public Health a nationally accredited health department, headquartered in Marietta, Georgia since 1920 promotes and protects the health and safety of the residents of Cobb and Douglas counties in partnership with several other agencies. CDPH is committed to delivering compassionate, high-quality, affordable healthcare services with special attention to the at-risk population. We work to achieve healthy people in healthy communities by: Preventing epidemics and spread of disease, protecting against environmental hazards, preventing injuries, Promoting and encouraging healthy behaviors, responding to disasters, assisting in community recovery, and Assuring the quality and accessibility of health care. By excelling at our core responsibilities, we will assist our residents in living healthier, longer and more rewarding lives.

We offer: Flexibility within our core operational hours of Monday-Friday 8am-5pm. Promote learning and growth. Employee recognition program. Diverse workforce. Worksite wellness opportunities. And much more!

Summary: Under direct supervision assists the dentist and/or dental hygienist in chair side dentistry. Prepares clients, sterilizes and disinfects instruments, sets up instrument trays, prepares materials, and assists dentist during dental procedures. Assists dentist in management of medical and dental emergencies. Cleans and polishes removable appliances. Exposes dental diagnostic X-rays Instructs a client in oral hygiene and plaque control programs.

Minimum Qualifications: Vocational/Technical degree in dental assisting from an accredited college OR High school diploma or GED and six months experience in a dental setting.

Preferred Qualifications: Certification as an expanded duty dental assistant by the Georgia board of dentistry OR Two years hands on experience as a Dental Assistant. Certification in x-ray recognized by the Georgia board of dentistry. certification in cardiopulmonary resuscitation. The ability to translate from English to Spanish and Spanish to English verbally and in writing.

Salary Information: \$15 hourly (**No Benefits**)

Applications Accepted: March 13, 2019 – March 27, 2019

TO APPLY: In order to successfully apply for a position; the hiring agency requires interested applicants to complete the Cobb & Douglas Public Health's Online Employment Application. This job application can be found at: **www.cdph-ess.com**. Click on "**Employment Opportunities**" and locate this position, click "**Apply**" and begin your application process.

Thank you for your interest in CDPH. Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

Requirements for this position may be subject to: Pre-Employment Drug Screening, Criminal Background Check/Fingerprinting, Previous Employment Reference Check, Specific Immunizations, Motor vehicle check, and/or Education and/or Licensure verification.

If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to: Camilla.Barnes@dph.ga.gov

**CDPH has adopted the Council on Linkages Core Competency for Public Health Professionals.
AN EQUAL OPPORTUNITY EMPLOYER**