

POSITION: CERTIFIED NURSE ASSISTANT (CNA)

DEPARTMENT: PRE-OP/PACU

REPORTS TO: PRE-OP/PACU DIRECTOR

JOB SUMMARY: Interface with visitors, patients, family, and physicians on phone and in person. Performs clerical duties. Performs clinical duties, under the direction of an RN or LVN. Cleans rooms if needed. Assists RN's as instructed. Any other duties as instructed by supervisor.

POSITIONS QUALIFICATIONS:

- High School Diploma or equivalent combination of education and experience.
- Patient Care Assistant Certification.
- Good communication and people skills.
- Excellent telephone skills.
- Excellent Customer Service Skills.
- Excellent Clinical Skills appropriate for Patient Care Assistant