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## **Job Description**

### **Ophthalmic Assistant**

#### **Summary:**

Woodbury, New Jersey - Busy ophthalmology practice is seeking a FT ophthalmic assistant with experience in ophthalmology. Successful applicants will be a dependable team-player and be able to multi-task different responsibilities in a friendly and efficient manner. Benefits are available. Interested candidates should fax their resume to 856-345-1792 or email nmcstay@friedbergeye.com.

#### **Job Description:**

- Gather patient's history to include: past medical history, family medical history, medication history and chief complaint
- Scribe
- Check uncorrected and corrected visual acuity at distance and near
- Check Intraocular Pressure with Goldmann and Tonopen
- Administer drops and ointment
- Refract and perform OCT's, Fundus Photos, and Visual Fields
- Assist with Lasers, office surgeries
- All other assignments related to patient and clinical care
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#### **Requirements:**

- Experience in Ophthalmology and/or Optometry, or in school for certification preferred, but we will consider training the right candidate.
- Excellent interpersonal and communications skills
- Punctual and reliable
- Must be able to multitask
- Have excellent typing skills and be familiar with EMR systems
- Excellent listening and understanding skills
- Must be able to work with both Ophthalmologists and Optometrists
- Must have reliable transportation to travel to all offices
- Provide a cover letter with resume
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**Job Type:** Full-time

#### **Experience:**

- Ophthalmology: COT/COMT - 1 year (Preferred)), or in school for Certification

#### **Location:**

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- Woodbury, Gloucester County New Jersey

#### **Education:**

- High school or equivalent (Required)

#### **Location:**

- Woodbury/Mullica Hill, Gloucester County New Jersey
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**Excellent Compensation/Benefits, 401k/Profit Sharing and Vacation.**