

New York City's Largest Dermatology PracticeWe're a full-service dermatology practice with 50+ locations across Manhattan, Brooklyn, Queens and Long Island. Now Delaware and Philly too!

Dermatology Medical ReceptionistAre you passionate about patient care? Do you have strong communication and leadership skills but have not been able to apply them? Are you looking to become a dermatologic expert on cosmetic and medical treatments? Then this is an amazing opportunity for someone who would like to enhance their career in the healthcare industry.We are the fastest growing Dermatology practice in the North East with 50+ locations thus far, throughout 4 New York City boroughs, Delaware, and Pennsylvania. We are searching for a friendly, driven, hard-working medical assistant for one of our Brooklyn locations. This vacancy does require weekend flexibility and must be able to work between the hours of 09:00 am to 7:00 pm (start/end time may change depending on site).

Requirements1+ years of experience as a Medical ReceptionistExcellent communication and customer service skillsExcellent computer skillsDetail-oriented and comfortable multi-taskingBilingual in English and SpanishFull time & some weekend availabilityDermatology Experience PreferredClinicalWorks experience preferred

CompensationCompetitive hourly rate based upon experienceMany Opportunities for Career GrowthExcellent Benefits Package (medical, dental, vision)401KSick PayHourly starting rate: \$16.50-17.50PI265098769