PDC HEALTH HUB

IS LOOKING FOR AN

Allied Health Receptionist

ROLE DETAILS

Part time role
Flexible hours & part time contract

Multiple clinic locations

Part of a multidisciplinary team
Supporting a multidisciplinary team together with Practice Manager

Ongoing Education/CPD
Potential for upskilling and traineeship for suitable candidates

Essential Criteria

Medical or allied health reception experience, positive attitude and an interest in supporting those on their health journey, willingness to continue to upskill and confident with using practice software. Understanding of care plans and their role in allied health settings

Desirable criteria

Experience with Gensolve practice software, Leadership and management training, Cultural awareness, Mental Health First Aid and Senior First aid training





PLEASE SEND APPLICATIONS INCLUDING RESUME AND COVER LETTER TO

HR@PDCHEALTHUB.COM.AU

BY 4TH AUGUST 2021

PDC HEALTH HUB
Provided by Perth Diabetes Care