



Ophthalmic Technician
EYE-Q VISION CARE

Job Announcement

EYE-Q is seeking to fill a full-time Ophthalmic Technician position. A successful applicant will have the desire to work with a team, utilizing the latest advancements in eye care, to achieve the patient's desired goal of seeing, looking and feeling better.

Position Responsibilities include but are not limited to:

- Perform accurate and consistent documentation and measurement tasks
- Accurately use NextGen to document patient history, chief complaint, medications, illness, allergies, etc.
- Assist physician with procedures
- Support physician by scribing
- Maintain inventory and stock procedure/exam rooms
- Maintain a smooth patient flow, by minimum occupation of rooms and working closely with physician
- Ability to perform comprehensive work-ups on a minimum of 6 patients per hour
- Anticipate patient needs
- Keep exposed lenses, mirrors and prisms clean
- Accurately and promptly respond to pharmacy requests, patient calls, triage requests and physician messages
- Support coworkers and clinic

Qualifications:

- Proven high- performer with the ability to multi-task accurately
- Desire to connect with patients to achieve a common goal of the best eye care treatment available
- Strong verbal and written English communication skills
- Computer data entry experience.
- NextGen experience a plus
- Medical office experience a plus
- Ophthalmic practice experience a plus
- One year customer service experience

If you are interested in applying for this position, please submit a cover letter and copy of your resume to careers@eyeqvc.com.