

## Work Study Job Description

<b>Job Title</b>	Student DENTAL Assistant
<b>Department Name</b>	Oral & Maxillofacial Surgery
<b>Job Location</b>	School of Dentistry, HSB
<b>Pay Rate</b>	\$13.00 - \$16.00
<b>Employment Period</b>	Summer, Academic Year
<b>Hours Per Week</b>	40 hrs/wk, 19 hrs/wk
<b>Contact Supervisor</b>	Bridget Doyle
<b>Phone Number</b>	206-543-3097
<b>Email Address</b>	badw@uw.edu
<b>Website</b>	
<b>Box Number</b>	357134

### Nature of Organization

Oral and Maxillofacial Surgery is a dental specialty that focuses on the diagnosis, surgical treatment, and management of diseases and disorders. Multidisciplinary instruction, research, and patient care programs are conducted in four distinct program areas: oral surgery, oral pathology, general dentistry, and geriatric mobile dentistry.

### Duties and Responsibilities

Assist in tasks that involves patient care and preparation of patients for oral care procedures in the Oral Surgery, Advanced General Dentistry, and/or the Mobile Clinics. Responsibilities to include: assist in routine chair-side duties; takes/develops digital and standard radiographs; delivers hazardous waste to proper facilities; clean clinic operatories and clinic areas including dental chairs and equipment; practice sterile techniques; answer telephones, answer routine questions, follow-up on referrals, receive and greet patients, filing.

### Minimum Qualifications

Current Washington State Dental Assistant Registration.  
Experience in dental field, preferably in community clinics.  
Ability to handle multiple task at a time.  
Independently prioritize and organize workday assignments.  
Effective oral and written communication skills.  
Strong skills in Windows, MS Office, and Computer applications

### Educational Benefits

Gain experience in the Medical/Dental Center Setting.  
Learn medical and dental terminology.  
Exposure to clinical operations and the field of Dentistry.

**How to Apply**

Email your interest and resume to: [badw@uw.edu](mailto:badw@uw.edu)

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Job Number: ORMS02 | Job Class: 0875 | Category: Science & Health | 51% Comp. To Classified: y | Program:  
State