

Cascade County

Job Vacancy Announcement

| | |
|---|--|
| Position: Dentist | Closing Date: Open Until Filled |
| County Dept.: Community Health Care Center | Dept. Admin.: Leslie Southworth |
| Type of Position: Temporary Position March through August 2017 | Salary: \$ 65.00 per hour. Thursday and Friday 8 a.m. – 5 p.m. |
| Applications available at Cascade County Human Resources Department, www.cascadecountymt.gov or Job Service. All application materials must be turned in to the Cascade County Human Resources Department and date stamped by 5:00 p.m. on the closing date. | |

POSITION DESCRIPTION

The Temporary Dentist provides high quality dentistry to patients at the Community Health Care Center.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES

The Temporary Dentist provides clinical dentistry to patients assuring quality of care and efficient use of resources; documents patient histories, progress notes, interventions in the electronic dental record; maintains confidentiality of patients and staff; works collaboratively with an all multidisciplinary team; collaborates with other professionals in the Community Health Care Center for consultation or referral; promotes the mission and vision of the Community Health Care Center; ability to work flexible hours and overtime when requested; works in a team or independently as required; follows instructions verbally and written.

Knowledge and understanding of: Modern dentistry and oral surgery; current principles, methods and procedures for the delivery of dental evaluations, diagnosis and treatment; theories, methods, and procedures for the prevention of dental diseases and required corrective treatment; dental terminology; medications and medication effects.

Ability to: Maintain quality, safety, and/or infection control standards; identify, assess and document symptoms and progress; develop and implement dental care plans specific to each patient; maintain professionalism and manage conflict quickly and in a direct and respectful manner; prescribe medications as appropriate and listed in the formulary; accurately record and maintain dental records; adapt to changes in the work environment; manage competing demands, changes in approach or method to best fit the situation; deal with frequent change, delays and or unexpected events; adhere to a high degree of confidentiality and sensitivity towards the families involved; maintain confidentiality and compliance with HIPAA privacy and security rules; work with patients with diverse social economic and cultural backgrounds in an empathic, non-judgmental, respectful and professional manner; work with people from all walks of life, such as individuals with various social and emotional histories, high risk, unemployed, disabled, and homeless, abused, and people with mental health conditions; work independently with little direction but also with a team; analyze and compile information; pass a criminal background check; observe required work hours; communicate effectively orally and in writing; demonstrate punctuality; meet established timelines and/or deadlines; observe established lines of authority; identify problems that adversely affect the organization and its functions; offer suggestions for improvements; deal with the public or other employees in a pleasant and courteous manner; establish effective working relationships with fellow employees, supervisors, and the public.

EDUCATION AND EXPERIENCE

The above is typically acquired through a combination of education and experience. At a minimum, all qualified applicants must have:

- Graduated from an accredited Dental School.
- One year of practical dental experience preferred.

Certifications:

- Licensed and registered to practice Dentistry in the state of Montana.
- Current DEA.

The successful applicant shall serve a 6-month probationary period and may have a criminal background check conducted. The results thereof may disqualify the applicant from consideration for employment with the county.

Notice to Applicants: Applicants who are claiming Veteran's or Handicap Preference **must** provide a DD-214 Discharge Document (**Part 4**) or DPHHS Handicap Certification **and** Employment Preference Form with their application for employment so Cascade County may apply the preference during the selection process.

Cascade County makes reasonable accommodations for any known disability that may interfere with the applicant's ability to compete in the recruitment and selection process or an employee's ability to perform the essential duties of the job. For Cascade County to consider such arrangements, the applicants must make known any needed accommodations.

CASCADE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER