



JOB DESCRIPTION

Job Title: COVID-19 Screener

Classification: Non-Exempt

Reports To: Clinic Administrator

Summary/Objective: This position is the first in-person point of contact for Olympia Orthopaedic Associates clinics. They are responsible for ensuring COVID-19 health safety measures are being adhered to when entering an OOA facility.

Essential Functions:

- Greeting staff, patients, and visitors.
- Taking temperatures with a thermal thermometer.
- Complete COVID-19 screening questions with all individuals entering the building.
- Ensuring all individuals entering the clinics are wearing masks or handing out masks as necessary.
- Ensuring all individuals use hand sanitizer prior to entering clinics.
- Other duties as assigned by Supervisor.

Competencies:

- Prior experience in fast paced and large volume patient care/customer service establishments.
- Ability to communicate clearly.
- Ability to work with little supervision.
- Ability to establish and maintain effective working relationships with patients, employees, and the public.
- Ability to work physically enduring shifts.

Required Education and Experience:

- High School Diploma or GED preferred.

Supervisory Responsibility:

This position will not have any supervisory responsibilities.

Position Type/Expected Hours of Work:

This is a full-time position, routinely working during normal business hours with very few extended hours or days. We are a drug and nicotine free facility and will test for nicotine usage.