



## **EXPANDED DUTIES DENTAL ASSISTANT**

### Responsibilities

- Perform usual and customary duties of an Expanded Dental Assistant.
- Assist Doctor with placing and finishing down alloy and composite fillings using Matrix Bands/Wedges.
- Assist Doctor with adjusting dentures, partials, and flippers.
- Coordinate patient flow with front and back offices.
- Answer patient questions and address patient concerns.
- Other duties as assigned.

### Minimum qualifications

- Valid Indiana Radiology License .
- 2 years of Expanded Functions assisting experience.

### Preferred qualifications

- Expanded Functions certificate.
- Desire to work in a fast paced, focused environment while providing excellent customer service.

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## **SURGERY/ENDO ASSISTANT**

### Responsibilities

- Assist with surgeries, root canals, suturing, biopsy, etc.
- Charting.
- In-house whitening.
- Coordinate patient flow with front and back offices.
- Answer patient questions and address patient concerns.
- Other duties as assigned.

### Minimum qualifications

- Valid Indiana Radiology License.
- 2 years of dental assisting experience.

### Preferred qualifications

- Dental Assisting certificate.
- Desire to work in a fast paced, focused environment while providing excellent customer service.

**Patient Friendly Dentistry®**

## **DENTURE ASSISTANT**

### Minimum qualifications

- 1 year denture experience

### Preferred qualifications

- Dental Assisting certificate.
- Desire to work in a fast paced, focused environment while providing excellent customer service.

### Job Details

- Full Time – 4 days per week (32-36 hours per week).
- Hourly, Non-Exempt.

Afdent is an equal opportunity employer.

### Required experience:

- At least 1 year Dental assisting experience or equivalent training: 1 year