

POSITION OPENING

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| POSITION: LICENSED PRACTICAL NURSE | STATUS: FULL TIME |
| DEPARTMENT: PPG – PHYSICIAN OFFICES: PEDIATRIC OFFICE | HRS/PAY: 75.0 HRS/PAY |
| SUPERVISOR: SHELLY YOUNG/ABBY CAYLOR | JOB GRADE: T-7 |

RESPONSIBILITIES

A full time LPN position is available in the Punxsutawney Physician Group Pediatric office. The position will be primarily day shift, Monday through Friday, but may eventually include early evening and/or weekend hours as the schedule or patient volumes require. Individual will be responsible for assisting physicians and advanced practice providers with patient care, clerical, environmental and organizational duties. Position requires strong organizational skills with excellent communication and interpersonal skills required due to frequent interactions with physicians, staff, patients, and other customers.

LPN licensure required with criminal background checks required to be completed with the results back prior to starting the position. Previous LPN experience required with preference give to individuals with office nursing experience. Preference will be given to those individuals with previous pediatric experience.

PHYSICAL DEMANDS

Must be able to lift up to 30 lbs. Proper usage of body mechanics required when assisting patients in transfers, walking or dressing.

Job description outlining responsibilities and qualifications is available in Human Resources. Application for the position indicating qualifications can be written or e-mailed and must be submitted to Barb Kostok, Human Resource Director.

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| Date Needed To Start: | As Soon As Possible |
| Posting Period: | 01/15/24 to 01/18/24 |
| Application Deadline: | Noon: 01/19/24 |