



**POSITION POSTING**

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**DATE POSTED:** June 25, 2024  
**TITLE:** Intermittent Dental Assistant  
**CLASSIFICATION:** Intermittent (as needed, should not exceed 120 days/calendar year or 1000 hours); FLSA Non-exempt; Unclassified  
**PAY RANGE:** \$18.04-\$25.26 / hour. Depending on experience  
**WORK HOURS:** Intermittent as needed; some nights/weekends/holidays may be required  
**IMMEDIATE SUPERVISOR:** Chief Operating Officer

**POSITION OVERVIEW:**

Under the direct supervision of the Chief Dental Officer in the clinical setting, the Intermittent Dental Assistant assists the Dentist in the provision of high-quality care within the scope of service consistent with accepted standards of care for dental assistants.

**MINIMUM QUALIFICATIONS:**

- High school diploma or equivalent.
- Current CPR certification. Certification must be maintained throughout employment.
- Current Radiographer certificate from the Ohio State Dental Board. Certification must be maintained throughout employment.
- Clear record with the Ohio State Dental Board.
- Valid Ohio Driver's License.

**PREFERRED QUALIFICATIONS:**

- Certification from an Accredited Dental Assistant program.
- Prior experience in a FQHC.

**KNOWLEDGE, SKILLS, ABILITIES:**

- Knowledge of public health laws, regulations and standards as defined by federal, state, and local governments.

Final candidates must successfully pass a background check and provide proof of current automobile insurance.

An individual who poses a direct threat to the health and safety of others in the workplace will be deemed not qualified for this position.

<b>Application materials accepted until:</b>	The position is filled.
<b>Required documents:</b>	<p>Wood County Application for Employment, cover letter, resume, contact information for at least three <b>professional</b> references.</p> <p>The Wood County Application for Employment can be found here: <a href="#">Wood County Employment Application</a>.</p> <p><b>Application materials submitted without all required documents will be considered incomplete.</b></p>

<b>Submit application materials to:</b>	Personnel and Compliance Officer 1840 East Gypsy Lane Rd. Bowling Green, OH 43402 419-352-8402 Ext. 3226  <a href="mailto:wchdhr@woodcountyohio.gov">wchdhr@woodcountyohio.gov</a>

The Wood County Health Department is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Health Department provides reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. If you have a disability and would like to request an accommodation to apply for a position with the Wood County Health Department, please email [wchdhr@woodcountyohio.gov](mailto:wchdhr@woodcountyohio.gov) or call 419-352-8402 Ext. 3226.