



**Open Position: Full Time Dental Assistant**  
**Reports To: Back Office Manager**

**Our Organization:**

Dientes is an award-winning, NHSC approved dental organization serving Santa Cruz County. Our mission is to create lasting oral health for the under-served children and adults of Santa Cruz County and neighboring communities. We are a non-profit organization that believes in providing top-notch, quality care for all patients regardless of income. We provide comprehensive dental services, including specialty care, and serve over 10,000 children, adults, and seniors with over 38,000 dental visits projected in FY 2018. Our philosophies value safety, quality, community, education, and fun, all while striving to put our patients first.

**The Position:** We're looking for a Dental Assistant who is excited about their field of work and willing to learn new thing to join our growing team.

**Requirements:**

- Minimum one year of experience preferred
- Successful completion of a Dental Assisting Program such as CET or ROP
- Must be available to work Saturdays
- Bilingual (English/Spanish) preferred

**Responsibilities:**

*Under General Supervision*

- Greet and seat patients according to schedule and as directed by front office staff
- Prepare the patient and operatory for treatment
- Operate dental radiographic equipment for oral radiography (must be board certified)
- Maintain x-ray solution containers

*Under Direct Supervision*

- Take impressions for diagnostic and opposing models
- Application of non-aerosol and non-caustic topical agents
- Removal of post-extraction and periodontal dressings
- Placement and removal of elastic orthodontic separators

- Assist in administration of nitrous oxide analgesia under specified conditions
- Hold anterior matrices
- Remove sutures, arch wires, ligature ties
- Intraoral measurements
- Apply topical fluoride
- Place and remove rubber dams
- Place, wedge, and remove matrices

**The Pay:** \$16.50-\$18.00/hour. As a non-profit organization, we know we can't always compete with the salaries offered by private practice or national corporations, so we try to make it up in other ways!

- **Great Benefits:** We offer 4 health insurance options, two of which we pay 100% of employee's premiums, 50% paid for dependents. We provide the best of the best dental services (onsite!) free for employees and 50% paid for dependents.
- **Generous PTO:** We provide 11 paid holidays per year, 15 days paid time off in first year, increasing to 18 paid days off in year two.
- **Retirement:** Dientes offers a generous benefits package including up to 3% match toward 403b plan.
- **Education & Uniform Allowance:** Our Scheduling Coordinators receive reimbursements of up to \$300 per Fiscal Year for education and \$100 per Fiscal Year for uniform expenses.
- **Work/Life Balance:** At Dientes, we work hard and we play hard! It is extremely rare that you will see a day over 8 hours, and we encourage you daily to go out and enjoy the CA sun!

**Why Should You Apply? Here's what our current employees say:**

- "My co-workers at Dientes are like a second family to me. I feel supported by my team and go home every day feeling good about the work I've done."
- "Dientes patients are like no other! Every day, multiple times a day, I am thanked by patients, and their gratitude goes a long way."
- "The best thing about working for Dientes for me is the fact that we have the best technology, even as a non-profit. A lot of people wouldn't expect our facilities to be so clean and modern. It feels good to offer this high level of care to our underserved patients- they deserve it."
- "I'm a Dentist, and never before in my career have I been offered such a generous benefits plan, including PTO, sick time, and vacation. Paired with the meaningful work I do each day, I know that I'm in the right place."

**Dientes is an equal opportunity employer.**

