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## sterile processing technician

Posted by Gurpreet Jaura Dentistry Professional Corporation

### Job Details

**Posting Date:** 31-Oct-2024

**Closing Date:** 29-Apr-2025

**Location:** Brampton ON

**Salary:** \$\$34.10 Per Hour

### Job Requirements

**Education:** Secondary (high) school graduation certificate

**Language:** ENGLISH

**Years of Experience:** Fresher (less than 1 year)

**Vacancy:** 01

**Job Type:** Full Time

**Job ID:** YJ1705660

### Job Description

## **Job details**

Location:

345 Queen St W suite Unit 3 & 4 Brampton, ON L6X 1B4

Workplace information:

On site

Salary:

\$34.10 hourly / 35 to 40 hours per Week

Terms of employment:

Permanent employment Full time

Employment conditions:

Day, Evening, Morning

Starts date:

As soon as possible

Vacancies:

1 vacancy

## **Overview**

### **Languages**

English

### **Education**

Secondary (high) school graduation certificate

### **Experience**

1 to less than 7 months

### **On site**

Work must be completed at the physical location. There is no option to work remotely.

### **Responsibilities**

### **Tasks**

Administer eye drops, ointments and medications as directed by ophthalmologists

Assist health care professionals

Develop information materials for patients

Follow through on treatment programs with patients

Maintain prescription records

Set up and dismantle equipment

Clean and maintain equipment

Lay out surgical instruments

Prepare and maintain equipment and supplies

Label and process donated blood

Operate and maintain sterilization equipment and instrumentation for re-use according to standardized safety practices

Collect statistics

Maintain supplies

Maintain inventory of equipment

Perform general clerical duties

Prepare and maintain cleanliness of collection areas

Process files and paperwork

Schedule and confirm appointments

Take patients' general medical and ophthalmic history

Manage routine office functions including reception, telephone and booking appointments

Order supplies and equipment

Organize and maintain inventory

**Additional information**

**Personal suitability**

Accurate

Client focus

Efficient interpersonal skills

Excellent oral communication

Excellent written communication

Flexibility

Initiative

Organized

Reliability

**Who can apply to this job?**

**Only apply to this job if:**

You are a Canadian citizen, a permanent or a temporary resident of Canada.

You have a valid Canadian work permit.

If you are not authorized to work in Canada, **do not apply**. The employer **will not respond to your application**.

**How to apply**

**By email**

[jobs.toothland@gmail.com](mailto:jobs.toothland@gmail.com)