



Dental Assistant

Posted by: Exeter Dental Care

Location: Exeter

Salary: \$28.50 Per Hour

Job ID: YJ4783594

Posting Date: 18-Nov-2025

Expiry Date: 17-May-2026

Education: College, CEGEP or other non-university certificate or diploma from a program of 1 year to 2 years

Language: English

Vacancies: 1

Experience: 1 year

Job Type: Full Time

Job Description

Responsibilities

Tasks

- Prepare patients for dental examinations
- Order dental and office supplies
- Prepare dental instruments and filling materials
- Sterilize and maintain instruments and equipment
- Educate patients concerning oral hygiene
- Polish teeth and clinical crowns and apply fluoride and sealant
- Schedule and confirm appointments
- Perform intra-oral duties
- Take and develop X-rays
- Record dental procedures performed on patients
- Invoice patients for dental services
- Fabricate and place temporary crowns and restorations
- Take preliminary impressions for diagnostic casts

Experience and specialization

Computer and technology knowledge

- MS Excel
- MS Outlook
- MS PowerPoint
- MS Windows
- MS Word

Additional information

Security and safety

- Immunization records
- Criminal record check

Work conditions and physical capabilities

- Fast-paced environment
- Work under pressure
- Repetitive tasks
- Physically demanding
- Manual dexterity
- Attention to detail
- Ability to distinguish between colours

Sitting

Hand-eye co-ordination

Personal suitability

Client focus

Efficient interpersonal skills

Flexibility

Judgement

Team player

Excellent oral communication

Excellent written communication

Initiative

Interpersonal awareness

Benefits

Other benefits

Free parking available

Learning/training paid by employer

Team building opportunities

Parking available

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: jlrpexeter@gmail.com

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