

COUNTY OF CAMERON



EMPLOYMENT OPPORTUNITY

DATE: April 15, 2019
DEADLINE: April 29, 2019

POSITION: TB MEDICAL ASSISTANT

JOB LOCATION: Cameron County Public Health
(Mary P. Lucio Health Clinic, Brownsville, TX)

SALARY: \$ 20,000.00 per year

QUALIFICATIONS: Graduate from an accredited school of Medical Assistants and have current certification. Must currently possess or obtain within one (1) year of employment the Vision and Hearing Testing Certification. Knowledge and ability to perform clinical procedures for which the certified MA has been trained in the MA program. Knowledge of accepted procedures for disposing of used supplies. Knowledge and skills in computer software. Maintain an objective attitude and exercise tact and initiative. Ability to record observation completely accordingly, legibly and concisely. Ability to follow safety rules on the job and use of protective personal equipment. Knowledge of geographic area of Cameron County. Ability to communicate effectively. Ability to evaluate information accurately and objectively. Must have a valid Texas Driver's License. Employees of Cameron County may be required to work during any natural disaster or emergency. Criminal background check is required for employment or continued employment.

DESCRIPTION OF DUTIES: Under the supervision of the TB Supervisor or designee. Performs public health duties for the Tuberculosis Elimination Program. The MA is responsible for performing routine technical clinic duties and assisting with other related duties including providing patient care in the tuberculosis department. Duties may include explaining programs offered by the Department to the client, assisting with the planning and organizing of a variety of TB educational activities. DOTs, contact investigations, and varied clerical duties are also performed. Performs other duties as assigned. This is not a Civil Service covered position.

BENEFITS: Cameron County Offers Excellent Fringe Benefits, Including: Health and Life Insurance Protection, Sick and Annual Leave, Retirement System and Paid Holidays. Cameron County has a mandatory direct deposit payroll program.

HOW TO APPLY: Cameron County
Human Resources/Civil Service/Safety Risk Dept.
1100 E. Monroe St. Suite 118
Brownsville, TX 78520

AA/EEO/MFD EMPLOYER