



Job Description

Dental Assistant at a Pediatric Dentist in Baltimore

Job Summary:

We are seeking a skilled and dedicated Dental Assistant to join our team. As a Dental Assistant, you will work closely with the dentist and dental hygienists to provide high-quality dental care to our patients. Your role will involve assisting with various dental procedures, ensuring patient comfort, and maintaining a clean and organized dental office environment.

Duties:

- Prepare treatment rooms for patient examinations and procedures
- Assist the dentist during dental procedures by handing them instruments, suctioning, and providing support
- Take and develop dental x-rays as directed by the dentist
- Prepare and sterilize dental instruments and equipment
- Educate patients on proper oral hygiene techniques
- Perform basic laboratory tasks such as pouring impressions and trimming models
- Schedule patient appointments and maintain accurate patient records
- Provide administrative support, including answering phone calls, managing patient files, and handling insurance claims

Qualifications:

- High school diploma or equivalent required
- Completion of an accredited Dental Assistant program preferred
- X-ray certification required
- Proficiency in dental software systems preferred
- Knowledge of medical coding and dental terminology
- Familiarity with CAD/CAM technology for digital impressions is a plus
- Strong understanding of dental anatomy and oral health principles
- Ability to take accurate vital signs and perform basic patient assessments
- Excellent communication skills and ability to work well in a team environment
- Knowledge of infection control protocols and ability to maintain a clean and safe dental office environment



We offer competitive compensation based on experience.

If you are a dedicated Dental Assistant looking for an opportunity to contribute to a positive patient experience in a supportive team environment, we encourage you to apply. Please submit your resume for consideration.

Job Type: Full-time, Part-time

Salary: \$20.00 - \$23.00 per hour

Expected hours: 40 per week

Benefits:

- Dental insurance
- Employee discount

Schedule:

- Monday to Friday
- Weekends as needed

Ability to Relocate:

- Baltimore, MD 21230: Relocate before starting work (Required)

Work Location: In person

To Apply:

Please email a resume and cover letter to info@sparklingcharmsdentistry.com