

(FULL-TIME POSITION)

MEDICAL ASSISTANT



Want to do something more meaningful?

The Hampden County Correctional Center's Stony Brook Stabilization & Treatment Center is seeking an enthusiastic and experienced Medical Assistant. The Medical Assistant is responsible for assisting the staff nurse in daily nursing duties. This includes, but is not limited to, maintaining adequate supplies, maintaining complete and accurate records and statistical data, filing as appropriate, and assisting the staff nurse in accordance with prescribed policies and procedures. We ask that you have working knowledge of substance use disorder and be able to identify signs of drug/alcohol intoxication. The ideal candidate will be asked to oversee patient's self-administration of medication, such as insulin, upon successful completion of training by Nursing Supervisor.

Qualifications Include:

- Minimum three (3) years experience in the Emergency Room, Acute Care or Ambulatory Care settings; Medical certification required
- CPR and AED Certified

Fringe Benefits include:

- Paid vacation
- Paid personal days
- Paid sick-time
- Eligible for GIC insurance program participation
- Eligible for Colonial Disability Insurance program
- Eligible for Deferred Compensation Plan, 457[b] plan, participation
- Annual salary step raises
- Sheriff's Department Cost of Living Adjustments (COLA)
- Member of the Commonwealth Retirement System

Note: All interested applicants must forward a resume and cover letter no later than **June 21, 2018** to the Human Resources Department attention [Gregory Pytka](#), Employment Manager. Please be sure to include your personal email address on your cover letter and or resume for all future correspondence(s) regarding the position.

Applicant subject to background investigation, drug screening and medical clearance.

The Hampden County Sheriff's Department proudly supports equal opportunity for all people, regardless of race, color, religion, gender, age, national origin, and any other category protected by law.

POSTED: June 7, 2018