



THE FAMILY  
MEDICINE CENTER

# WE ARE HIRING!

*Join Our Team*

## OPEN POSITION

- **Medical Assistant**

**Certification preferred but not required.**

Duties include

- Direct Patient Care
- Phone Triage
- Medication Reconciliation
- Perform EKG's
- Administering Vaccinations
- Assist with in-office Procedures
- Pre-visit Planning



### **Skills required:**

Team Player, Attention to detail, highly organized, strong communication skills

**SUBMIT RESUME & COVER LETTER**

**ATTN: CRYSTAL SANTOS - HR MANAGER**

email: [fmc@fmchawaii.com](mailto:fmc@fmchawaii.com) or

In Person