

JOB OPPORTUNITY

Now Hiring Part-Time LVN or MA for Allergy Nurse Position – Seymour, TX

We offer our employees:

- **Competitive pay**
- **Ongoing training**
- **M-F 8am-5pm schedule (shifts between these hours)**
- **Culture of compassionate, patient-centered care**

Allergy Services of America (ASA) is seeking an LVN or MA to serve as an Allergy Technician in our clinic.

Allergy Technicians perform general medical tasks as well as specialized duties, including allergy tests, skin tests, preparation of custom allergy serums and injections.

The ideal candidate must possess strong interpersonal skills, demonstrate outstanding attention to detail and be able to keep accurate records.

Responsibilities:

- Ensure that patients complete necessary paperwork and verify insurance eligibility prior to testing and immunotherapy treatment.
- Responsible for the overall effectiveness of the immunotherapy process to include the administration of quality allergy testing, and the formulation and preparation of the allergy medication.
- Track patient compliance and progress by ensuring medication is administered according to treatment schedule.
- Responsible for educating patients on administering injections with medication.
- Build rapport with providers and office staff.
- Develop and maintain an understanding of the general characteristic and application of all ASA product categories.
- Understand features and benefits for all products offered to patients.
- Facilitate the billing process in conjunction with office manager.

- Responsible for implementing strategic goals and objectives of the company pertaining to assigned clinics productivity.
- Responsible for the security and maintenance of inventory levels. Ensure that inventory is ordered and delivered in a timely manner.

Requirements/Skills:

- Each ASA team member is an ambassador that will be representing our core values and principles.
- A minimum of an Associate Degree.
- Completion of training programs as required.
- Work experience in a health related environment.
- Strong computer skills including word processing, spreadsheets and email, along with specific database and back office software.
- Excellent customer service skills.
- Demonstration of accuracy and thoroughness.
- Planning and organizational skills.
- Observation of safety and security procedures.
- Allergy experience is a plus but not required.

Equal Employment Opportunity: ASA is committed to the principle of Equal Employment Opportunity for all employees and applicants. It is our policy to ensure that both current and prospective employees are afforded equal employment opportunity without consideration of race, religious creed, color, national origin, nationality, ancestry, age, sex, marital status, sexual orientation, or disability in accordance with local, state and federal laws.

Americans with Disabilities Act: Applicants as well as employees who are or become disabled must be able to perform the essential job functions either unaided or with reasonable accommodation. The organization shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law.

Job Type: Part-time

Required education:

- Associate

Required language:

- English

Required license or certification:

- RN, LVN or MA licensed in Texas