

EXAMINATION ANNOUNCEMENT



E.A. No.: YP-24-059
Opening Date: 6/24/2024
Closing Date: Until Filled

OFFICE OF ADMINISTRATIVE SERVICES

Division of Personnel

ysgpersonnel@gmail.com

It is the policy of the Government that qualified Federated States of Micronesia citizens be given first priority for employment consideration, with United States citizens and subsequently, third country national utilized in position for which qualified Federated States of Micronesia citizens are not available.

POSITION AND SALARY: Dental Nurse Assistant
Base on Qualification
PL 8/1- \$ 5,054.40- 5,366.40 PA
\$ 194.40- \$ 206.40 BW

This is the minimum salary rate at step one of the grade. Higher steps, not to exceed 4, may be authorized in cases of hard-to-fill position where it is appropriate to the qualifications of the appointee.

LOCATIONS:

**Dental Division
Department of Health Services
Colonia Yap 96943**

DUTIES:

Performs basic dental services, including teeth and gum examination and administers fluoride treatment for healthy teeth. Provides dental health education including correct teeth brushing and diet to ensure healthy practices within the population. Assists in the School Dental Health Program to provide preventative dental services to children in Elementary Schools in order to meet program objectives. Attends Well Baby Clinic to administer fluoride to baby for healthy teeth. Examines teeth and gums for oral health of Antenatal and Physical Examinations patients referred from Public Health Programs for proper planning of treatment. Assists Dentist at chair-side to ensure efficient and effective performance. Cleans and sterilizes dental instruments in the absence of the Dental Nurse to remain in compliance with the infection control policy. Performs basic tooth extraction and fillings as needed to control gum infection and tooth decay. Ensures proper documentation of patient's information by review of forms, recording of diagnoses and treatment plan, and proper handling/filing of such documents. Ensure efficiency at dental laboratory work by assisting Dentist to prepare tray for impressions; prepare denture model, and trimming denture model. Perform other duties as assigned by the Chief of Dental Division.

MINIMUM QUALIFICATION REQUIREMENT:

Minimum High School graduate, but preferred Associate degree in any healthcare field. Some training in Dental Hygiene and Preventative Dental Services. Successful completion of a minimum 1 year approved course in Dental Laboratory techniques. 1 or more years of work experience in dental care services.

Preferred Knowledge, Skills and Abilities:

Demonstrate good interpersonal skills with some knowledge in customer service. Demonstrate ability to comprehend and concentrate on given tasks. Ability to communicate well in English, both spoken and written. Ability to work after normal working hours, on weekends and holidays when needed.