

Patient Coordinator

A well-known plastic surgery center is seeking a Patient Coordinator. The Patient Coordinator plays a vital role in the day-to-day operations while ensuring excellent customer service is given. To apply, email samanthaj@snellingknoxville.com

\$16.00-\$30.00 hourly, Dependent on experience

Kingston, Tennessee

The Patient Coordinator will be responsible for:

- Greeting Patients
- Checking in and checking out patients
- Scheduling Surgeries
- Sales and marketing
- Money Handling
- Booking Consults
- Traveling to Johnson City location on Thursday's
- Managing the Alle and Aspire points for patients
- Providing great customer service regarding services and questions

The Patient Coordinator will excel with:

- 6 months to 1-year experience in Cosmetic/Plastic Surgery or Dermatology
- Knowledge and experience with Alle and Aspire point system
- Knowledge and experience with Botox, Fillers, Lasers, and Dysport
- EMR experience and knowledge
- Medical assisting, aesthetician or Nursing experience preferred
- Customer service experience required
- Money handling experience required
- Knowledge of skincare products preferred
- Sales experience preferred

The Patient Coordinator will be rewarded with:

- \$16.00-\$30.00 hourly, Dependent on Experience
- Comprehensive Medical Package
 - Medical
 - Dental
 - Vision
- 401 K with 4% match after one year
- Discounts on Products and services
- Free services when available.
- Working in a team environment!

Must be authorized to work in the United States without sponsorship

This Company uses E-Verify to confirm identity and employment eligibility

Field Service Technician

An industry-leading turnkey automation engineering integrator is seeking a Field Service Technician to assist in start-up, installation, troubleshooting, and repairing equipment at manufacturing facilities. This is a key role in automation solutions for the product handling and packaging market. To apply, email samanthaj@snellingknoxville.com

Knoxville, TN

Up to 75% travel Required

\$30.00-\$40.00 Hourly, Dependent on Experience

The Field Service Technician will be responsible for:

- Installing and start-up of equipment at customer plants as assigned.
- Repairing or adjusting machines at customer plant and manufacturing facilities.
- Reviewing all spare parts on hand at customer plants and advises customers what spare parts are needed to bring the parts inventory up to prescribed levels.
- Suggesting modifications or changes in existing equipment on the basis of observations made in the course of performing service work.
- Performing preventative maintenance on machines at customer plants and manufacturing facilities.
- Assisting other employees in activities at customer plants as required in conjunction with service calls.
- Performing training on machines at customer plants as assigned.
- Publicizing and promoting the sale of products whenever the opportunity for such activity occurs.
- Preparing service and expense reports and field change service notices for all service calls made.
- Informing engineering and sales departments of any known issues or opportunities discovered while on site.

The Field Service Technician will excel with:

- A minimum of an Associate's degree, 2 year trade school certification, or 3 years' experience in industrial controls.
- Robotics programming experience is required
- Experience in installation and programming of programmable logic controller (PLC) and Servo Systems.
- Willingness to travel frequently, at least 50% of the time.
- Must maintain valid driver's license and passport.
- Excellent written and verbal communication skills with the ability to collaborate and interact with others and communicate technical concepts both written and verbally.
- Must be a creative problem solver that is results oriented, focused and attentive with the ability to maintain a high level of accuracy.
- Experience in 3 phase 480v service highly preferred
- Be a self-starter with the ability to prioritize, multi-task, meet deadlines, and a team player.

The Field Service Technician will be rewarded with:

- \$30.00-\$40.00 Hourly, Dependent on Experience
- Company bonus
- Comprehensive Benefits Package
 - Medical
 - Dental
 - Vision
- 401k
- Paid vacation and holidays
- Opportunity to be on a team where you have extremely strong growth potential

Must be authorized to work in the United States without sponsorship

This Company uses E-Verify to confirm identity and employment eligibility