



Job Posting: EKG/ECG Technician

Company Description

Intelli-Heart Services is an innovative medical device company looking for a dedicated individual to join our growing team! We provide remote outpatient heart monitoring services to patients nationwide, and are looking for a motivated professional to join our clinical department. This is a great opportunity for someone looking to gain clinical experience at a healthcare provider. This is an Entry-Level position with the opportunity for quick growth within a growing company. We are willing to train the right individual with the right attitude!

General Job Duties

As a part of the Technician Department, you will play an integral part in our growth and success as a company. You will gain valuable EKG/ECG experience as well as interact daily with patients, nurses, and physicians. General job duties include:

- Handling incoming calls from patients, nurses, physicians
- Scanning ECG/EKG
- Keeping track of equipment and sending out orders
- Training patients on how to use our equipment
- Accurately reporting patient symptoms and creating reports to be reviewed by their physician
- General support
- Data entry
- Holter scanning

Qualifications

- BA/BS from accredited University
- Knowledge of Microsoft Office (especially Word, Excel, and Access)
- Excellent customer service skills
- Demonstrates a positive attitude
- Highly attentive to detail
- Well organized
- Demonstrates a self-driven attitude
- Elevated writing and communication skills
- Trouble shooting and critical thinking skills
- Able to multi-task in a fast paced environment under minimal supervision
- Demonstrates and promotes compliance to legal and safety standards
- Demonstrates investment in the overall forward movement of the unit and the organization
- Applies good interpersonal and communication process utilizing verbal and non-verbal skills to achieve organizational service goals of customer satisfaction and a positive work environment

If you are interested in applying to this position, please send your resume to hpeckos@intelli-heart.com. For more information about our company, please visit our website at www.intelli-heart.com.

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