

Patient Service Representative

Winder Family Vision Clinic

Winder, GA

\$12 - \$14 an hour – (25-35) hours weekly

Location

Winder, GA

Full job description

Your professional experience and desire to work in a positive, exciting atmosphere, making a difference in the lives of others, place you at the top of the list for our **FT PSR** role in Winder, GA! In this position, your skills and efficiency will be greatly appreciated by your customers as you guide them through the process of optical testing to determine their visual abilities followed by helping them make important decisions about the various types of eyewear available to them. Regardless of your level of optical experience some or none at all. This is the perfect place to be part of a fun, friendly team and grow your career! The job will be weekly 25 to 35 hours and benefits are not offered. This would be a great opportunity for someone to get their start in the optical field.

Apply today by visiting our website at winderfamilyvision.com under job opportunities. Please do not call the office, all applications will accepted online only.

Job Responsibilities

Patient Service Representative job responsibilities include:

- Complete diagnostic testing and necessary documentation
- Prepare patients to be seen by the Optometrist
- Assist the Optometrist as needed completing fields testing
- Show patients how to properly care for contact lens
- Assist the patient in making decisions about frames and lenses

Required Skills and Qualifications

Patient Service Representative required skills & qualifications include:

- The ability to connect well with patients
- Works well with a team in a busy atmosphere
- Tech-savvy; typing capabilities