NOW HIRING

Point PRESCRIPTION

JOIN OUR TEAM

Part-time at Point Prescription, a busy acupuncture practice in Denver

We're looking for the person who makes patients feel welcome the minute they walk in. They remember names, keep the day running smoothly, and like being part of a small, tight-knit team that works hard to provide a great patient experience but also has a good time.

WHAT YOU'D DO

- Greet and check patients in and out, and keep the schedule full
- Handle payments and basic insurance questions
- Keep the whole clinic looking great
- Reach out to patients by phone and text

HOURS

Part-time with flexible scheduling, including afternoons and evenings. We're growing, so there's room for the role to grow with you.

BONUS POINTS FOR

Front desk or hospitality experience, an eye for detail, or a knack for organizing events and/or systems

TO APPLY, EMAIL

courtney@pointprescription.com

with a few lines about yourself and your resume.

SCAN TO LEARN MORE

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