



*Beaufort Regional Health System*

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**JOB POSTING #:** 10-10

**DATE POSTED:** FEBRUARY 15, 2010

**DEPARTMENT:** PAMLICO INTERNAL

**POSITION:** **LICENSED PRACTICAL NURSE  
or MEDICAL ASSISTANT**

**STATUS:** FULL-TIME REGULAR (At least 72 hr/pay period)

**ESSENTIAL JOB**

**DUTIES:**

The individual will be responsible for:

- Clinical activities in the office
- Assisting physician with office procedures
- Documenting all assessments of patients in BRHS approved methods
- Assisting with other duties as time allows

Other duties as directed

**MINIMUM ENTRY**

**REQUIREMENTS:**

- Current NC Licensed LPN or Medical Assistant
- Experience in medical office setting preferred