

**OPEN POSITION
LAKE CHARLES SITE**

CERTIFIED NURSING ASSISTANT

Job Responsibilities:

- Responsible for greeting patients and ensuring that they do not spend excess waiting time in the exam room.
- Responsible for the collection of necessary information concerning the patient in order to assist physician in providing medical care. Necessary information is inclusive of Chief Complaint Officer, any specific physical or clerical complaints that may necessitate cursory evaluation of the patient.
- Ensure that patients are properly disrobed for the type of visit that they are being evaluated for.

Requirements:

- High school diploma or GED
- CNA certification required
- Basic computer skills
- Ability to work as part of a team and to handle multiple tasks safely and effectively
- Good communication skills

All interested applicants should submit a resume and application to the Human Resources Department at SWLA Center for Health Services, 2000 Opelousas Street, Lake Charles, LA 70601 or e-mail jafontenot@swlahealth.org