

## **Ophthalmic Assistant – No Experience Required, Full Training Provided**

**Location: Southern Pines, NC 28387 | Full-Time | In-Person**

### **Overview**

Ready to start a rewarding healthcare career, even if you don't have prior medical experience? We're looking for individuals with strong interpersonal skills, a great attitude, and a desire to make a difference in patients' lives. Whether you're just starting out or looking to make a career change, we offer a clear path forward—with full training and support.

At Carolina Eye Associates, our Ophthalmic Assistants are essential to delivering top-tier eye care. We've recently added a full-time **Ophthalmic Assistant Trainer** dedicated to preparing new team members for success. Our **structured training program** includes classroom instruction, hands-on practice in an exam lane, and one-on-one support to help you learn how to use ophthalmic equipment, navigate our EMR system, and follow our patient care protocols.

### **Invest in Your Future**

We strongly encourage our Ophthalmic Assistants to pursue professional certification through **JCAHPO**, including the **Certified Ophthalmic Assistant (COA)**, **Certified Ophthalmic Technician (COT)**, and **Certified Ophthalmic Medical Technologist (COMT)** credentials. Carolina Eye Associates pays for all certification study materials and exam fees. Team members who achieve certification receive **pay increases and cash bonuses** as part of our commitment to their growth and success.

### **What You'll Do**

- Assist ophthalmologists during patient exams and procedures
- Perform basic eye tests such as visual acuity and tonometry (you'll be trained!)
- Record patient histories and vital signs accurately
- Educate patients on surgical procedures and follow-up care
- Help manage patient flow, appointments, and front desk tasks
- Ensure cleanliness and aseptic technique in clinical settings
- Support pediatric patients and families with compassion and care

### **What We're Looking For**

- Excellent communication and customer service skills
- A team player with a positive attitude and willingness to learn
- Detail-oriented and able to thrive in a fast-paced environment
- Prior healthcare or ophthalmic experience is a plus—but not required

### **Why Join Us?**

- Paid, hands-on training with a full-time trainer
- Clear advancement opportunities in a growing medical practice
- Practice-funded certification support through JCAHPO (COA, COT, COMT)
- Financial rewards for certification achievements

- Competitive pay and comprehensive benefits, including:
  - 401(k) + matching
  - Health, dental, vision, and life insurance
  - Paid time off + bereavement leave
  - Uniform allowance
  - Health savings & flexible spending accounts

### **Job Requirements**

- High school diploma or equivalent
- Ability to commute to Southern Pines, NC
- Willingness to travel to other office locations up to 50% of the time

### **Make Your Next Job One That Matters.**

If you're motivated, compassionate, and excited to learn, we encourage you to apply—no previous ophthalmic experience necessary. Join us and help improve lives through better vision, while building a long-term career you can be proud of.