

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.