

**MILLS-PENINSULA HEALTH SERVICES  
OPENINGS AS OF October 22, 2009**

**Allied Health**

**Assessment Intake Therapist (56D)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
56	Monday-Friday	Master's Degree in Behavioral Health field; MFT/MFTI or MSW/LCSW or PhD-C/PhD preferred. Experience with psychiatric evaluations; working knowledge of computers.	10-14-2009	MPHS-0907707

**Lifeguard (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Monday-Friday	Must be a Red Cross certified lifeguard. CPR certification and 1 year experience required.	09-28-2009	MPHS-0905600

**Mammography Technologist (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Varied Days	Completion of a formal two-year course in an accredited program in Radiologic Technology. Certified by the state of California in both Radiologic Technology and Mammography. Registered by the American Registry of Radiologic Technologists.	10-06-2009	MPHS-0907158

**Psychiatric Social Worker II- MH Adult Inpatient (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Monday-Friday	Masters Degree in Social Work; CA licensure; 5 years post-graduate work in the psychiatric service area. Course in clinical supervision as required by the BBSE. Demonstrated experience and ability in the areas of advanced practice and supervision.	08-28-2009	MPHS-0905862

**Speech/Audiology Aide - Newborn Hearing Screening (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
Per Diem	Varied Days	High school diploma or equivalent. BLS certification from the American Heart Association. Ability to interact with people. Knowledge of computers and basic word processing and data management. Ability to follow detailed instructions.	10-06-2009	MPHS-0907345

**Clerical****Console Operator (Part time)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
40	Varied Days	High School or equivalent. PBX Console (Switchboard) experience preferred or equivalent in customer service, preferably in a hospital or similar setting. Familiarity with computer keyboards, 10-key pads, and telephone set keypads. Small motor hand skills: ability to press multiple keys in rapid succession with minimal effort. Clear speaking voice. Ability to hear calls or alarms. Positive attitude and willingness to learn. Must be able to work flexible hours in a stressful environment.	09-02-2009	MPHS-0906784

**Emergency Services Coordinator I (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Varied Days	High School diploma or equivalent; strong working knowledge of medical terminology; ability to speak, read and write English fluently; ability to organize and prioritize tasks/ demands under pressure with interruptions. Experience in patient registration and billing required.	08-21-2009	MPHS-0906424

**Health Information Specialist/Float (FT)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
80	Varied Days	High school or equivalent. On-the-job training in Health Information procedures. Previous clerical experience in healthcare setting preferred. Computer literate preferred.	10-06-2009	MPHS-0907341

**Laboratory Coordinator I (Per Diem)**

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
Not Specified	Varied Days	High school diploma required. Typing speed of 35 wpm. Two years of college with a knowledge of medical terminology or a science background is helpful. One year recent experience in secretarial skills. Knowledge of computer skills.	08-31-2009	MPHS-0906000

# Management

## Access Supervisor (Full Time)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
80	Monday-Friday	High school graduate or equivalent. BA or BS degree preferred. Minimum two years background in general office environment preferably with management experience. An understanding of medical terminology and insurance is desired. Strong organizational skills. Knowledge of Microsoft Office, spreadsheet management and EPIC required.	08-07-2009	MPHS-0906008

## Director Perioperative Services (Peninsula)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
80	Monday-Friday	<ul style="list-style-type: none"> <li>- Current California RN licensure; BLS (AHA) Certification.</li> <li>- Bachelor's degree in Nursing or other health-related field required. Master's degree in Nursing Administration or Health Management preferred.</li> <li>- Minimum 5 years experience managing perioperative areas</li> <li>- Must possess advanced knowledge and skills in: Perioperative services, Perioperative Information Systems, Current technological trends in perioperative services, Financial management and fiscal control, Professional staff management and leadership, Computer literacy, Ability to interact appropriately with age-specific populations, Ability to demonstrate all age-related competencies.</li> </ul>	11-30-2006	MPHS-0614345

# Nursing

## RN Emergency (48E) (INTERNAL CANDIDATES ONLY)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
48	Varied Days	Current California RN license. BLS & ACLS (AHA) certification. Minimum 1 year Emergency department experience required.	10-16-2009	MPHS-0907287

## RN Emergency (64E) (INTERNAL APPLICANTS ONLY)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
64	Varied Days	Current California RN license. BLS & ACLS (AHA) certification. Minimum 1 year Emergency department experience required.	10-16-2009	MPHS-0907925

## RN Emergency - Per Diem

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Varied Days	Current California RN license. BLS & ACLS (AHA) certification. Minimum 1 year Emergency department experience required.	10-20-2009	MPHS-0907523

### RN Renal Services - Acute (Per Diem)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
variable	Varied Days	California RN license. Basic Life Support (BLS) certification with the American Heart Association. Minimum 2 years Hemodialysis experience required. Must be willing to work day or evening shifts and Saturdays. Experience with Fresenius equipment required. Demonstrated teamwork and customer service skills required.	07-08-2009	MPHS-0904868

## Service

### Dietary Assistant (Per Diem)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Varied Days	High school or equivalent. Six months experience in a food service operation preferred.	07-14-2009	MPHS-0813401

### Diet Clerk (Per Diem)

Hours per 2wk Pay Period	Days of the Week Scheduled	Job Description/Qualifications	Open Date	Req #
per diem	Varied Days	High school diploma or equivalent preferred. At least six months work experience as a Hospital Diet Clerk with experience assisting patients in selecting meals according to their prescribed diet modification. Completion of college level nutrition courses desirable.	10-06-2009	MPHS-0905644