



Receptionist (full-time)

WWMG Whitehorse Family Medicine in Arlington, WA is hiring for a full-time receptionist position in our scheduling department. Looking for a friendly, energetic, self-starter individual who works well with others and appreciates a fast-paced environment. Previous experience in the medical field appreciated.

Must be able to multi-task, be detail oriented, and desire to be part of a team dedicated to providing quality patient care in an efficient manner. Position duties include checking patients in and out, scheduling appointments both within the clinic as well as procedures and diagnostic testing, and handling money and processing the daily deposit.

All interested applicants please email a resume to cmcbride@wwmedgroup.com.