

<b>Job Title</b>	<b>Dental Laboratory Technician</b>	<b>Reports to</b>	MEDICAL DIRECTOR
<b>Department</b>	Clinic Operations		

### Job Title Summary

Responsible to reconciling cash receipts, returns/exchange, closing procedures in services/facilities provided to customers. Further, the Main Cashier disburses cash to beneficiaries as per the allowable cash payment limits in the delegation of authority.

### Responsibilities and Accountabilities

#### Primary Responsibilities

- Restoring or replacing natural teeth by fabricating crowns, fixed and removable bridges, dentures, and dental implants.
- Constructing dental prostheses for implantology and maxillo-facial reconstructions.
- Receiving physical dental impression molds or computerized models from dental practices and studying dentists' instructions.
- Encasing wax replicas of dental impressions with suitable mold materials.
- Constructing prostheses and devices by replacing wax with plastic, metal, or ceramic materials.
- Polishing and finishing dental prostheses and devices prior to placement by dentists.
- Making adjustments to dental prostheses and devices before final placement.
- Managing supply inventories, performing routine equipment maintenance and facilitating repairs.
- Documenting processes, as well as adhering to industry regulations and safety standards.
- Keeping informed of advancements in the field of dental laboratory technologies and techniques.

#### Other Responsibilities

- Comply with Company's by-laws, code of conduct and policies and procedures and amendments thereto.
- Abide by the authorities granted to the position as per the delegation of authority and span of control and amendments thereto.
  - Perform any other relevant job roles and responsibilities assigned by

## **Responsibilities and Accountabilities**

management from time to time, in addition to/in substitution of the existing roles.

## **Academics and Experience**

### **Qualifications and Certifications**

- Accredited dental laboratory technology program.
- Certified Dental Technician (CDT) preferred.
- In-depth knowledge of dental prostheses, devices, and related technologies.
- Extensive experience in constructing, replacing, repairing, and restoring dental devices.
- Proficiency in dental laboratory computer-aided manufacturing (CAM) software, such as 3 Shape and Delfin Dental.
- Valid MOH license

### **Experience**

- At least 2 years of experience as a dental laboratory technician.

### **Skills**

- Exceptional manual dexterity and precision.
- Superb analytical and problem-solving skills.
- Great communication and collaboration abilities.
- Excellent organizational and time management skills.

### **Benefits and salary:**

- Accommodation and transportation are provided
- Salary: starting 350 KD