



Job Title: Licensed Optician

Location: Dorchester, MA

Organization: Codman Square Health Center

Codman Square Health Center is a community-based, outpatient health care and multi-service center in the heart of Dorchester. We opened our doors in 1979 with a dream: to build the best urban community in America. As part of this dream, we recognized that though health care begins by alleviating sickness, the journey to a true “culture of health” is achieved through the health of the whole person and the whole community.

<http://www.codman.org>

Job Responsibilities:

- Responsible for providing exceptional customer service while meeting the Codman Square Health Center’s goals and objectives for the optical
- Interpret eye glass prescriptions
- Take accurate measurements
- Advises and educates patients on frames and lens choices
- Adjusts, fits, repairs and fabricates eyewear
- Determine and calculate accurate prices, discounts
- Verify insurance, billing and collects appropriate fees
- Meet established standards for quality and productivity
- Order frames, lenses and supplies from approved vendors
- Monitors and communicates status of patient orders
- Maintains accurate records of goods and services provided

Job Requirement:

- Associate’s degree in Ophthalmic Dispensing or equivalent, or completion of a valid apprentice program
- Current Massachusetts Dispensing Optician’s License required
- One to two years of experience dispensing and fabricating eyeglasses
- Must have excellent interpersonal skills
- Desire to work with technicians, optometrists and ophthalmologists in a coordinated eye care service.

Applicants can apply by mail, fax or e-mail to complete an application. Please include position on all applications. The contact information is Codman Square Health Center - 637 Washington Street, Dorchester, MA 02124 – fax: 617-822-8216 – e-mail: codemp@codman.org.

For further information please contact the offices of Career Services and Industry Partnerships:

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