



**Job ID: Orthopedic Technician**

**Location:** Las Vegas, NV

**Position Type:** Full Time Monday-Saturday

**Position Summary:**

This position facilitates the Orthopedic Technician responsibilities for an Orthopedic Clinical practice. Work is performed under the general direction of the Orthopedic Technician Supervisor.

**Desired Education:**

- High School Diploma or GED required.
- Associate's or Bachelor's Degree preferred.
- Orthopedic Technician Certified.

**Essential Duties and Responsibilities:**

- Assembles and attaches orthopedic traction equipment and devices as directed by physician
- Prepares patients for exam and treatment
- Removes, applies, or windows casts per physician's orders
- Maintains aseptic and sterile technique as appropriate
- Administers wound care, removes sutures and staples
- Gives injections, applies orthopedic devices, and dressings as directed by supervising physician
- Prepares cast rooms and stocks supplies as needed
- Processes instruments for autoclave
- Assists physicians in preparing for minor surgeries, procedures etc.
- Inspects and adjusts bandages and equipment
- Provides general information and patient education as needed
- Completes documentation of treatments and procedures

**Qualifications/Experience:**

- Ability to multitask in a high volume clinical environment
- Attentiveness to patients, physicians and medical staff needs
- Two years of experience in medical office