



OASIS HEALTH

Together for better

Oasis Healthcare Group Limited is Kenya's first and largest countrywide fully-integrated private healthcare system, registered in October 2015 and born out of the Oasis Group Practice model of health services provision to harmonize the various companies & facilities existing across the country under the Oasis umbrella. We currently have facilities in the following counties: Kisii, Nyamira, Migori, Homa Bay, Siaya, Uasin-Gishu, Kitui, Nairobi, Kakamega, Bungoma and Busia

We are currently looking for a qualified and dedicated candidate to fill the following position;

JOB TITLE: OPHTHALMOLOGY ASSISTANT

LOCATION: SIAYA

Overall Responsibility

Assist the ophthalmologist with diagnostic and treatment-oriented procedures and administrative tasks.

Key Responsibilities:

1. Coordinate the scheduling of patient appointments and surgeries.
2. Interview patients and document ocular and medical histories.
3. Assist the physician during diagnostic and minor surgical procedures, including instrumentation, sterile preparations, and documentation.
4. Administer topical medications or diagnostic drugs as required by the provider for testing or treatment.
5. Prepare and position patients for diagnostic tests and procedures.
6. Assist the physician with patient education pertaining to the treatment prescribed.
7. Maintain confidentiality of sensitive information.
8. Document work processes as required and ensure billing is done.
9. Prepare procedure and exam rooms; inventory equipment and supplies; replenish supplies and equipment.
10. Perform basic triage per specific office protocol procedures.
11. 8. Perform other duties as assigned

Job Requirements & Skills

1. A minimum of C plain in KCSE
2. Certificate/Diploma in Ophthalmic Technology or Ophthalmic Theatre Technology
3. Must be proficient with MS office suite

Application Instructions

1. Interested candidates are to email their cover letter and detailed curriculum vitae **ONLY**; including names and contacts of three references, to hr@oasishealthcaregroup.com on or before **9th March 2023**.
2. The email subject line **MUST** include the position title being applied for e.g., "HUMAN RESOURCE OFFICER"
3. Canvassing of any nature will lead to automatic disqualification.