



## **JOB DESCRIPTION:**

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Now hiring!!

We are looking for an employee to handle and train in all areas of our business office. Primary responsibilities include receptionist duties and the ability to contribute positively as part of a team, helping out with various tasks as required. We offer on the job training and professional development.

If you are scientifically-minded, have a combination of technical and customer services skills and enjoy helping people, consider a career at Advanced Eye Care, Amarillo.

Please stop by with your resume and fill out an application today!