



Pershing General Hospital is an Equal Opportunity Employer & Drug and Alcohol Free Workplace

All PGH positions are Safety Sensitive

CAREER OPPORTUNITY

Job Title: Certified Nurse Assistant
FLSA Status: Per Diem Non Exempt
Reports To: Chief Nursing Office, Long Term Care Director or Clinic Manager
Location: Long Term Care, Clinic, Med/Surg
Number of Openings:

Position Overview

The CNA assists the professional nursing staff with the delivery of basic nursing care tasks, clerical and support duties under the direct supervision of the licensed nurse.

General Responsibilities

- Exhibits behaviours that are consistent with the Mission, Philosophy, and Values of Pershing General Hospital and Nursing Home as well as the culture and objectives of Pershing General Hospital and Nursing Home. All employees are expected to work as needed in providing health and wellness services in the communities within Pershing General Hospital and Nursing Home.
- Demonstrates effective skills with the communication, organization and management of assigned work.
- Accountable for the ethical and legal responsibilities related to their scope of practice.
- Performs basic nursing tasks within scope of practice, under the direction and supervision of a licensed nurse.
- Performs clerical, receptionist and secretarial tasks including accurate and timely chart management and telephone skills.
- Other responsibilities and duties as assigned on occasion, based upon PGH need or requirements.
- Wears identification while on duty. Adheres to dress code, appearance is neat and clean. Completes annual education requirements. Maintains regulatory requirements, including all state and federal regulations. Maintains and ensures patient confidentiality at all times. Reports to work on time and as scheduled. Attends annual review and performs departmental inservices. Works at maintaining a good rapport and a cooperative working relationship with physicians, departments and staff. Represents the organization in a positive and professional manner. Attends committee, QI and management meetings, as appropriate. Ensures compliance with policies and procedures regarding department operations, fire, safety, and infection control. Complies with all organizational policies regarding ethical business practices.

Qualifications

One year current experience as a Certified Nursing Assistant preferred for Long Term Care. One year current experience as a CNA on a Med/Surg floor required. Medical Office experience preferred as a CNA for Clinic.

Technical Skills:

Manual dexterity and physical agility to operate all equipment and perform all procedures.

Utilizes safe body mechanics to ensure patient and caregiver safety.

Must have proficient computer skills including Microsoft Office Suite as well as the ability to quickly learn Pershing General Hospital's software system.

Other qualifications/certificate/license:

Current Nevada Certified Nursing Assistant license.

Basic Cardiac Life Support Certification.

How to Apply

Completed applications may be submitted to Human Resources

Cindy Hixenbaugh, HR Director – cindy@pershinghospital.org

Only qualified individuals being considered will be contacted for an interview.