

POSITION TITLE: Licensed Practical Nurse

Position Summary

Perform non-surgical treatments as elective esthetic procedures in accordance with established treatment protocols, scope of practice, organizational policies and procedures, and all other governing standards.

Qualifications

- LPN Licensure from accredited school of nursing
- Current NYS Licensure
- CPR certified
- 2+ years of experience as an LPN in the field of medicine
- Ability to communicate professionally and effectively with clients, staff, management and physicians
- Ability to resolve conflict among patients in a timely and efficient manner
- Ability to work with and to maintain confidential client information
- Ability to take direction and follow through on assignments and responsibilities
- Basic knowledge of Microsoft programs, Outlook, working with camera and downloading information to computer

Duties and Responsibilities

Patient Care

- Assess client at time of consultation and identify health and medical risk factors
- Perform non-surgical, elective esthetic procedures in accordance with NYS standards
- Accurately document treatment, follow-up and/or client concerns in chart using approved guidelines/forms for procedure
- Take before and after photos on all clients and download to computer
- Determine the effectiveness of the treatment plan with documentation of client care outcomes
- Reassess and modify the plan as necessary to achieve health and esthetic goals
- Provide accurate, appropriate and immediate responses to all requests by clients, ensuring complete customer satisfaction
- Ensure client has an excellent experience by minimizing pain and ensuring comfort level at all times
- Immediately counsels with Physician for any client concerns or problems
- Have a thorough knowledge and understanding of Medical Spa services and of medical-grade skincare product lines we retail
- Recommend and promote products to client
- Consult and educate client on all aspects of the Medical Spa
- Actively build repeat clientele by ensuring on-going high level of customer satisfaction

Administrative

- Oversee and ensure compliance with quality assurance standards, state and federal regulations
- Exhibit a professional attitude, diplomacy and an ability to handle difficult situations
- Ensure appropriate documentation
- Maintain licensure, certification and accreditation through continuing education courses
- Keep current on new technologies and treatments involving the Medical Spa

- Maintain prompt and regular attendance
- Attend and participate in general staff meetings as scheduled
- Participate in planned seminars
- Maintain a positive attitude and contributes toward a quality work environment
- Maintain a polished and professional personal image

***Note:** All duties and responsibilities stated are essential job functions. Staff members may be required to perform additional job-related duties as assigned by management.

Benefits:

- Health Insurance
- Dental Insurance
- Vision Insurance
- FSA- Flexible Spending Account
- HSA – Health Savings Account
- Life Insurance – Employer paid- 1 ½ x annual pay
- Paid Family Leave
- 401k Safe Harbor Plan (after 60 days)
- Roth Plan (after 60 days)
- 10 paid Holidays
- Employee Discounts
- Free Employee Parking (Secured)
- Work Anniversary Milestones- Employee Bonus -1 year/5 year/15 year/20 year/25 year
- Monthly Employee Birthday Celebration
- Quarterly Employee Feedback Survey

It is the policy of Quatela Facilities to provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information or any other protected characteristic under applicable law.

Job Type: Full-time

Salary: \$23.00 - \$26.00 per hour