



**Republic of the Marshall Islands**  
**Office of the Public Service Commission**

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 Webpage: [pscrmi.net](http://pscrmi.net)

*EA NO: RMI-053-24*  
*OPENING DATE: 03/21/2024*  
*CLOSING DATE: 04/04/2024*

**EMPLOYMENT ANNOUNCEMENT**

**Ref to CM of 03/15/2024**

Position Title:	Dental Assistant II	
Grade and Salary (P/L):	Grade: PL 8/1-8/5	Salary: \$10,025.00-\$13,045.00 p.a
Ministry and Division:	Ministry of Health and Human Services	Bureau of Oral Health Services
Location:	Majuro	
Reports to:	Report directly to the Dental Supervisor	

**JOB PURPOSE:** To provide Assistant Services to the patients.

**KEY RESPONSIBILITIES:**

1. Make appointment
2. Prepare and sterilize Dental instruments
3. Prepare patient for treatment
4. Assist the Dental Laboratory technician
5. Filing
6. Cleaning
7. Perform other duties within the capacity, qualification and experience normally expected from person occupying position as this grade.

**MAIN DUTIES AND OUTCOMES:**

- 1.1 Make appointment to a Dentist or a Dental Nurse
- 1.2 Sterilize dental instruments, prepare trays of instrument for a Dentist or Dental Nurse
- 3.1 Prepare patient for treatment by placing a towel on the patient and adjusting the chair
- 3.2 Give prophylaxes and fluoride treatment
- 4.1 May assist a Dental Laboratory technician in the routine aspects of his work
- 5.1 Prepare filing for the Dentist or Dental Nurse
- 5.2 Maintain a file of case histories and record supplies
- 6.1 Clean the Dental Clinic

**DESIRABLE REQUIREMENTS:**

**Qualification:**

- Graduate from high School-Diploma

- English/ Marshallese

Specialized Training:

- Certificates in field area

FILING INSTRUCTIONS:

Secure application form from the Public Service Commission's Office in Majuro and the Office on Ebeye or application forms can be downloaded from our website-pscrmi.net. For more information, please contact the email address: ([pscrmi.recruit@gmail.com](mailto:pscrmi.recruit@gmail.com)).

The Completed application must be received at the Public Service Commission by: 4<sup>th</sup> April, 2024

Issued by the Public Service Commission on this 21<sup>st</sup> March, 2024.

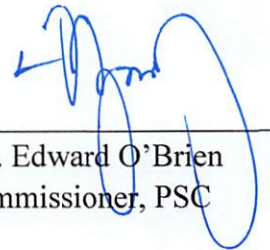


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Mr. Michael Konelios  
Chairman, PSC

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Ms. Amenta Matthew  
Commissioner, PSC



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Mr. Edward O'Brien  
Commissioner, PSC