

Posting End Date: Open until filled

Work Location: Throughout Manitoba

Anticipated Start Date: May 1 – September 7, 2021

Anticipated Shift: Days, Evenings, Weekends

Salary: \$19.347 - \$22.445

Join provincial efforts in the fight against COVID-19!!!

In response to the COVID-19 pandemic, a number of our departments across the province will require additional staffing to support our fight against COVID-19; while continuing to provide the best possible health care services to Manitobans.

Manitoba recognizes the hard work and dedication of our front-line health care providers and we are looking for additional experienced health care providers to offer support during these unprecedented and challenging times, to help provincial efforts to prevent and control the spread of COVID-19.

Position Overview

- Welcomes clients and performs initial screening for COVID-19 symptoms or risks related to travel (per provincial protocols for screening prior to entry of clinical sites)
- Confirms the client has an appointment and updates appointment list to indicate attendance
- Assists with navigation through the site
- Refers clients who fail the screening protocol or have questions to the appropriate staff member (e.g., Clinical Lead) if appropriate
- Encourages anyone entering the clinic to clean their hand with alcohol-based hand sanitizer; provides a mask to clients who do not have one
- Determines whether the client has any accessibility requirements (e.g., mobility issues, sight or hearing impaired) that require additional supports and refers to the appropriate staff member if appropriate (e.g., Clinical Manager)
- Facilitates crowd control and clinic flow, ensuring physical distancing of at least 2 metres is maintained between clients while waiting in line to enter the clinic or in the pre-registration area with the aid of markings on the ground
- Ensures that signage is in place and visible, including COVID-19 screening protocols, eligibility criteria, clinic instructions and clinic flow, as appropriate
- Directs clients to immunization area
- Provides paper documents for completion as required
- Refers clients to appropriate Clinic Lead for discussion of any potential contraindications to immunization or questions
- Supports clinic flow by directing clients to the next available Immunizer

Education (Degree/Diploma/Certificate)

- Grade 12
- Excellent proficiency with computerized systems
- Excellent verbal communication skills and interpersonal skills
- Good problem-solving skills and ability to manage in a fast paced environment
- Good organizational skills