

**2010 Job Posting
For
Industrial Medicine Associates, P.C.**

Full-time medical scheduling positions available immediately in Albany with rapidly expanding occupational health company. Must be able to multitask and work well under pressure utilizing your excellent phone, computer, organizational and office skills.

High school diploma and minimum two years office experience required. Knowledge of medical terminology preferred.

Salary negotiable based on experience. Competitive benefit package available.

Job Posting Information:

Job Posting Number 001

Date Opened: 02/03/2010

Dated Closed: Ongoing

Position Posted: Medical Schedulers

This position is: new OR open Full time Part time On Call

Location: Albany Administrative Office

Please email your resume with salary requirement to imajobs@ima-us.com or fax your resume with salary requirement to 1-619-789-6583.

You must include Job Posting #001 in your response to be considered.

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