



## **EHE Career Opportunities – Chicago, IL**

EHE International is America's leader in preventive health and wellness programs specifically designed for the early detection of disease and its associated risks, and the management of lifestyle behaviors driving disease. Since 1913, EHE has been the preferred choice by employers and individuals for its evidence based, comprehensive approach to the protection of health. If you're looking for a challenging and rewarding career with the leader in preventive healthcare, then we encourage you to submit your resume.

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EHE International is seeking qualified individuals for a number of Clinical and Administrative positions. You are invited to submit your resume with stated salary requirements to Anita Mislá, HR Manager, at [hr@eheintl.com](mailto:hr@eheintl.com) or via fax at 212.332.1170. Qualified candidates will be contacted for an interview. *Resumes without stated salary requirements will not be considered ("open" is not acceptable).*

Updated: February 2010

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### ***Medical Assistant (Part-Time)***

**Qualifications:** We are seeking an experienced Medical Assistant skilled in chart management, patient flow, phlebotomy, EKG's, PFT's, and other screening components associated with adult preventive health physical examinations. The hours are 7am - 3pm, Wednesday to Friday. No weekend or on-call hours.

Ideal candidates practice a preventive health lifestyle and are highly professional, articulate, confident, compassionate, and team-oriented. Must have graduated from an accredited allied health school and have registration or certificate as required by the state of Illinois. Must have one or more years experience in the medical field. Must have excellent organizational, interpersonal, verbal and written communication skills and a working knowledge of MS Office and Web-based applications.

**Primary Responsibilities:** Prepare patient charts, measure and record patient's vital signs, collect and prepare laboratory specimens, prepare patient examination and locker rooms, and provide other appropriate support to physicians, RN's and administrative staff members in the performance of physical examinations for adults who take a proactive approach in the management of their health.

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