BRIDGEVIEW ENDOSCOPY

https://bridgeviewendoscopy.com/career/endoscopy-technician/

Endoscopy Technician

Hiring organization
Bridgeview Endoscopy

Employment Type
Part-time

Working Hours
12-hour shifts, Set schedule (Mondays and Fridays), 6:00 AM-6:30 PM

FACILITY: 21 Reade Place ASC LLC

DEPARTMENT: Clinical

FLSA: Nonexempt

Base Salary
$ 18

Date posted
April 29, 2026

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Description

This position is accountable for: the care, maintenance, ordering, and stocking of the technical equipment and supplies; and creating a clean, safe environment for the care of patients. The Endoscopy Technician is considered a member of the procedural team.

Responsibilities

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Supervised by the Clinical Coordinator, RN and/or MD.
- Performs necessary cleaning of the treatment room after each case including reprocessing of scopes.
- Serves as a resource to the use and maintenance of equipment.
- Knowledge of and ability to use sterile technique.
- Assist in moving and positioning the patient for procedures, as needed.
- Maintains records/statistics in reference to the HLD of equipment, supplies and instruments.
- Follows the established process for sending scopes and other equipment for repair as needed.
- Assists in planning supplies for cases the next day, as appropriate.
- Maintains inventory and assists in restocking/ordering of supplies.
- Assists in maintaining an orderly arena for equipment, supplies and environment of the reprocessing room.
- Maintains knowledge of proper use of equipment needed for procedures.
- Performs other duties as assigned.

Additional duties and responsibilities

- Knowledge in the use and care of a scope reprocessor.
- Knowledgeable of appropriate technique for packaging instruments and other supplies.
- Ability to provide exceptional customer service.
- Ability to maintain collaborative working relationships to ensure a positive and productive work environment.

Qualifications

- **Education and/or experience**
  - High School diploma or GED.
  - Certification as a Medical Assistant or Surgical Tech preferred
  - Previous experience in GI preferred
- **Language Skills**
  - Ability to read, analyze, and interpret human service periodicals, professional journals, technical procedures, or governmental regulations.
  - Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public
- **Reasoning Ability**

    - Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
    - Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.
- **Certificates, Licenses, Registration**
    - Basic Life Support(BLS) certificate

- **Work Environment**
    - Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

OSHA

This position has been determined by the Center as having occupational exposure to blood borne pathogens and other infectious materials as defined by state regulations.

Note

The description is intended to describe the essential job functions, the general supplemental functions and the essential requirements for the performance of this job. It is not an exhaustive list of duties, responsibilities and requirements of a person so classified. Other functions maybe assigned and management retains the right to add or change the duties at any time.