

**Dental Assistant, Clinic Operations**  
**University at Buffalo**

Direct Link: <https://www.AcademicKeys.com/r?job=262111>

Downloaded On: Sep. 5, 2025 4:55pm

Posted Sep. 5, 2025, set to expire Aug. 4, 2026

**Job Title** Dental Assistant, Clinic Operations  
**Department**  
**Institution** University at Buffalo  
Buffalo, New York

**Date Posted** Sep. 5, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Health Services

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**Job Description**

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**Dental Assistant, Clinic Operations**

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### Position Information

**Position Title:** Dental Assistant, Clinic Operations

**Department:** Clinics

**Posting Link:** <https://www.ubjobs.buffalo.edu/postings/58581>

**Job Type:** Full-Time

### Posting Detail Information

#### Position Summary

The [School of Dental Medicine](#) is seeking a full time **Dental Assistant**. UB Dental is a vital part of the University at Buffalo School of Dental Medicine. As a teaching facility, we offer our dental students the opportunity to work closely with patients of all ages. In addition, we are a safety net for the Buffalo-Niagara region, providing dental care for thousands of people each year throughout the community.

In this position, you will:

- Serve as chair-side assistant to licensed dental practitioners, and dental students (pre-doctoral, post graduate and residents) in examination and treatment of patients in all phases of dentistry.
- Obtain and replenish supplies, filing and setting up operatories for all necessary procedures.
- Assist in regulatory compliance and keep abreast of new developments, techniques and materials as they come about, and insure adherence to proper infection control protocol.

#### Learn more:

- Our [benefits](#), where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the [University at Buffalo community](#).

*University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.*

### Minimum Qualifications

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- Candidate must have high school diploma; and either 1 year of experience in Dental Assisting or have graduated from an accredited program in Dental Assisting.

**Preferred Qualifications**

- DANB Certified Dental Assistant (CDA) preferred
- CPR Certification.
- 3 years of Dental Assistant experience

**Physical Demands**

**Salary Range**

\$40,391

**Special Instructions Summary**

Please attach any certifications obtained in the "Documents Needed to Apply" section.

**Is a background check required for this posting?**

Yes

**Contact Information**

**Contact's Name:** Syeta Barron

**Contact's Pronouns:**

**Contact's Title:** Director of Patient Care

**Contact's Email:** lard@buffalo.edu

**Contact's Phone:** 716-829-2862

**Posting Dates**

**Posted:** 08/20/2025

**Deadline for Applicants:** 09/03/2025

**Date to be filled:**

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**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

N/A

University at Buffalo

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