

# Now Hiring: Treatment & Financial Coordinator

📍 **Downtown San Francisco, CA**  
**Full-Time (Mon to Thu) | Competitive Pay + Benefits**

Are you an organized, friendly, and detail-oriented professional? Our busy, modern, Hi Tech dental practice in **downtown San Francisco** is looking for a **Treatment & Financial Coordinator** to join our team!

## 🎯 What We're Looking For

- ✓ Excellent communication and customer-service skills
- ✓ Strong organizational skills and attention to detail
- ✓ Comfort working with numbers and financial software (Dentrix is a plus)
- ✓ Previous dental/medical administrative experience preferred
- ✓ Ability to multitask in a fast-paced environment
- ✓ Positive attitude and team-first mindset

---

## 💡 Perks & Benefits

- ✦ Competitive compensation
- ✦ Health/dental/allowance
- ✦ Paid holidays & 401K
- ✦ Ongoing training and growth opportunities
- ✦ Friendly, fun team culture

---

## 📧 Apply Today!

Send your résumé and a brief cover letter to:

✉ [mysfdentist@gmail.com](mailto:mysfdentist@gmail.com)

Subject: **Treatment & Financial Coordinator Application**

We look forward to meeting you!