

## **Job Posting**

# **Phlebotomist/STD Counselor**

### **Responsibilities**

- Collect blood and urine for STD testing
- Coordinate and send sample to the lab
- Adhere to infection control and safety policies and procedures
- Demonstrate professional interpersonal skills with patients and other staff
- Refer as needed and coordinate care with medical providers and other providers for follow up care
- Maintain accurate and up to date chart recording and documentation
- Provide clients with STD information/education
- Data reporting and data collection
- Other duties as assigned by the Director

### **Minimum Qualifications**

- Certified Phlebotomist
- Knowledge of HIV/AIDS
- Fluent in Spanish
- Sensitive to ethnic, cultural and sexual minorities

### **Organizational Relationship**

Reports to Director of Mental Health

### **Location**

Rego Park, Far Rockaway, Jamaica, and Long Island City

### **Salary**

\$40,000 - \$45,000 annually, commensurate with experience

Please forward your resume to **Laura Anhalt, Director of Mental Health** at [LANhalt@acqc.org](mailto:LANhalt@acqc.org) or fax to **(718) 459-6542**.