



Man-Tra-Con Corporation is working with a local employer to fill the following position:

**Job Title:** Medical Receptionist – Covid Testing Site (CL-010421-01)

**Location:** Marion, Illinois

**Salary:** \$12.00 per hour

**Job Description**

Local healthcare employer is seeking candidates for a Medical Receptionist position at a COVID testing site in Marion, Illinois. The medical receptionist will promptly greet and assist patients, families, and other guests in a professional, positive, and caring manner through in-person, online, and telephone interactions. Variable shifts are available, with weekend hours as needed.

**Requirements**

High School diploma or GED is required.

**How to Apply**

This employment opportunity is available at no cost to you! To apply, contact Crystal Lukens at 618-998-0970, ext. 227, or 618-579-5558, or via email at [CrystalLukens@mantracon.org](mailto:CrystalLukens@mantracon.org)

**Man-Tra-Con Corporation is a member of the American Job Center network,  
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