

Job Posting

Acupuncture Office Internship (Paid)

Seeking a part-time office intern for our acupuncture practice in West Los Angeles specializing in orthopedics and pain management. This is a great opportunity for someone who would like to gain experience in the operations side of a busy, successful acupuncture practice. Preferably a second or third year student.

Duties include: scheduling, receiving payments, processing insurance claims, communication with patients, filling herbal prescriptions, etc.

Experience working in an acupuncture clinic preferred but not required. Must have Saturday mornings and afternoons available, other hours are flexible. Feel free to submit your resume and cover letter to info.acuposition@gmail.com.