



TypeWell Transcriber (1099 Independent Contractor)

Thank you for your interest in working with Vital Signs LLC! Please see below for job details and feel free to contact us at HR@VitalSignsLLC.net for more information!

Minimum Qualifications

- High school diploma, equivalent GED required, college degree preferred
- TypeWell basic skills course qualified passing score
- Outstanding oral and written communication skills
- Advanced interpersonal skills and ability to interact with colleagues from a variety of backgrounds

Responsibilities/Qualifications

- Accurately complete assigned tasks/duties, projects and paperwork promptly and within approved guidelines
- Work effectively in a team environment, receive support from and provide support to colleagues
- Maintain professionalism through appearance, attitude and posture
- Possess the ability to quickly learn and implement new and changing technologies
- Conduct themselves in a professional manner, even when off duty
- Maintain good attendance
- Work with honesty and integrity
- Display a positive and respectful attitude

If this job seems like a good match for your skills and our values match yours, please email HR@VitalSignsLLC.net. We would love to work with you!

Thank you!