



Job Description

Position Title:	Physician Infectious Disease
Exemption Status:	Exempt
EPDB Grade:	26
Reports To:	Medical Director
Revision Date:	2/10/2026

JOB SUMMARY

This position provides medical services, including diagnosis and treatment of HIV patients needing acute medical care.

ESSENTIAL RESPONSIBILITIES

- Meet with patients in a clinic setting.
- Provide diagnostic assessments and determine treatment of common health problems related to HIV.
- Refer patients for specialized diagnostic treatments as needed.
- Provide patients with comprehensive information to allow for informed decision-making.
- Coordinate with the patient care team to develop treatment plans.
- Assess and report on patient progress.
- Keep current and accurate records.
- Interact professionally with the patient and the patient's family or representatives.
- Consider patient cultural, psychological, social, and environmental factors.
- Respond to medical emergencies as needed.
- Perform other duties as assigned.

KNOWLEDGE / SKILLS / ABILITIES

- High level of professionalism, patient service, and interpersonal skills.
- Knowledge of the Board-Certified principles and practices of modern medicine.
- Knowledge of preventative medicine.
- Ability to positively and effectively represent the organization.
- Ability to perform duties skillfully and effectively.
- Knowledge of Microsoft applications.
- Ability to communicate in an articulate, professional manner while maintaining a necessary degree of confidentiality.
- Ability to work independently and multi-task while maintaining quality standards.

- Ability to work in culturally and racially diverse populations and in lower socio-economic conditions.

EDUCATION / EXPERIENCE

- Medical degree or equivalent.
- Previous experience providing care to HIV patients preferred.

CERTIFICATIONS / LICENSURE / LANGUAGE

- Valid CA State Medical License and be Board-Eligible or Board-Certified.
- Must be able to pass required pre-employment health and background screening.
- Must provide proof of required vaccinations by federal, state, and local funding sources.
- Bilingual (English/Spanish) preferred.
- Employees driving personal vehicles for El Proyecto business must provide El Proyecto proof of a valid driving license, and auto liability insurance.
- El Proyecto will reimburse employees for their mileage at the current rate set by the Internal Revenue Service. To receive mileage reimbursement, the employee must log their mileage and submit the mileage expense report to their Appropriate Administrator.

PHYSICAL REQUIREMENTS

- Walking, talking, sitting, bending, stooping, and lifting up to 10 pounds; hand and wrist dexterity for utilizing a computer.

ACKNOWLEDGMENT

I have reviewed this job description, and I understand all of the job responsibilities and requirements. I am able to perform the Essential Responsibilities as written. I understand that my job may change according to the needs of the organization. Should I have any questions or need further clarification, I agree to contact my supervisor for guidance.

Employee Name: _____

Employee Signature: _____

Date: _____

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