

## Job Description & Specification

<b>Grade &amp; Designation</b>	Cardiology Technician
<b>Department</b>	Operations
<b>Key Relationship</b>	Functional Heads, Doctors and other internal department
<b>Reporting to</b>	Center Manager
<b>Job Purpose</b>	This position main Role & Responsibility is to operate Cardiology Department and conduct tests related to TMT, ECG, Holter, PFT and ECHO and maintenance of their respective Department.
<b>Main Responsibility</b>	<p>Responsibility at various levels within the department is as follows :</p> <ul style="list-style-type: none"> <li>• <b>Fastest TAT</b> possible for every patient.</li> <li>• <b>Reporting TAT</b> (Within 2 hours)</li> <li>• Maintain <b>Suraksha Quality</b> in tests and procedures.</li> <li>• Maintain <b>Suraksha Standard of service</b>. Preparing the patient for Test/ Explaining the procedure in brief</li> <li>• Ensure <b>Departmental housekeeping and maintenance</b> as per <b>Suraksha Standards</b>.</li> <li>• Ensure readiness of the department for tests.</li> <li>• Receiving of inventory in the system and being responsible for it.</li> <li>• Adherence to <b>SOP</b></li> <li>• Emergency Situation handling.</li> </ul>
<b>Competencies</b>	Subject Knowledge and minimum 3 years Experience, Efficiency, Presentable, Good communication skills, helpfulness, Meticulous and Responsibility.