



Health Point Hospitals

excellence in healthcare

Job Title:	Senior OT Technician	Job Category:	Mid-Level
Department/Group:	Nursing	Job Code/ Req#:	2021-OTT-0802
Preferred Work Location:	Ranchi (Jharkhand)	ID Required:	Yes
Level/Salary Range:	Mid-Level reporting to OT In charge. 3 - 5 years of relevant working experience in mid-size or large hospitals. Monthly Salary: ₹ 15,000 – 20,000	Position Type:	Full-Time Hire role at Ranchi.
Contact:	Ritesh Gupta	Date Posted:	August 20, 2021
Will Train Applicant(s):	Yes	Posting Expires:	September 15, 2021
Health Point Hospitals	Health Point is a multi-specialty hospital committed to providing quality care to everyone.		
Why Health Point Hospitals Ranchi	<p>We provide inpatient, outpatient, and home-based services through our team of experienced doctors and practitioners. Built on the values of Care, Compassion, and Commitment, we provide 24x7 emergency services with highest level of excellence.</p> <p>Healthcare for us isn't just a duty to perform but care with compassion and treatment with dignity. Our team of healthcare professionals are passionate about empowering people to live a healthy life.</p>		
Applications Accepted By:			
EMAIL: HR@healthpointranchi.com CC: ila.binaykia@healthpointranchi.com Subject Line: Vacancy for Senior OT		HEALTH POINT HOSPITALS RANCHI: Health Point (A unit of Health Care & Research Centre) Medical Chowk, Bariatu Road Ranchi, Jharkhand – 834009	



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Job Description

WORKING AT HEALTH POINT HOSPITALS RANCHI

We are a good team to work with. We learn, explore and redefine the boundaries of excellence of patient care. It let us get prepared for the future. We stand for teamwork, commitment and care for our team members.

When you step into Health Point Hospital to Ranchi; you step into a new family. We take care of each other, and we work together to achieve our commitment to patient care and safety. As team, we enable each other to grow in life, career and experiences. As growing hospital, possibilities for career development is immense. It does put us into challenges often. This offers us all to work together and grow. You will find all our clinical and non-clinical team collaborate effectively. As a team member, you will feel respected and recognized for your contribution.

WHAT TO EXPECT

We need someone who could report into OT In charge. The Operating Room Technician, under the guidance of the OT Incharge, is responsible for the care and safety of all patients under his/her care. Included within this assignment is the responsibility for ensuring effective communication with the charge nurse, the patient, staff, physicians, and other hospital departments.

Apart from the fundamental educational requirement, outstanding scientific skills, communication skills and behavioral skills are desired. An eye for detail, accuracy and critical thinking is a must. Teamwork is essential as this job necessitate the person to work in partnership with other members in the team. Other prerequisites necessary are optimistic attitude, compassion and high levels of endurance and dedication. They must have the aptitude to work under minimal regulation, unpredictable shifts and long hours and must remain alert during operations. Surgical technologist also must have outstanding deftness to grip various instruments in complicated ways.

Duties & Responsibilities	% of time
A. OT Services	70
B. Educational	10
C. General Nursing Duties	20



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When you work with us, you participate in the process of building a quality health care backed by Care and Compassion. You will be the part of growing team at Health Point Ranchi with immense possibilities to grow in your career.

We offer opportunities for passionate people to grow in their career.

WE EXPECT YOU TO POSSESS

1. Must be trained as Operating Room Technician.
2. Three to Five years of relevant work experience with mid-size or large hospital. All previous experience certificates or letter of recommendations to be shared.
3. Advanced course in Nursing Administration and Management is preferred.
4. This position requires thorough knowledge, skills and abilities to manage the hospital wards and provide technical guidance. The incumbent requires full participation in clinical and operational research and acts as support to Nursing Manager.
5. Ability to work **independently** and with little supervision within a self-organizing team
6. Accountability for responsibilities and duties. Possess passion to serve patients with care
7. Prefers original bold-design ideas than copy-pasting it
8. Strong inter personal communication. Ability to work with team.
9. Ability to work done on time.

DUTIES & RESPONSIBILITIES

1. Scrub procedure as assigned
2. Assist in work area in central sterile between scrub assignments.
3. Assist in keeping overall operating room clean and tidy
4. Inform control desk where you are at all times while on duty
5. Make sure room is cleaned, straightened and stocked before going off duty
6. When free:
 - a. Help in rooms by opening cases or helping with stocking
7. Proper telephone and intercom etiquette
8. Knowledge and proper use of:
 - a. Intercom
 - b. Suctions: Wall and portable
 - c. Emergency and routine call buttons



- d. O.R. table and accessories
- e. Surgery department equipment and instrumentation
9. Proper use of time cards
10. Check bulletin board daily for notices and schedule changes
11. Assist circulating nurse with care of the patient while in the room, providing nursing care to all patients of all ages
12. Check daily to keep abreast of new changes occurring in the operating room
13. Keep abreast of new techniques and procedures
14. Understand and perform standardization of set-ups
15. Economical use of supplies
16. Handling and care of surgical instruments
17. Knowledge of fire and disaster procedure
18. Knowledge of cardiac arrest procedures
19. Location of fire alarms and fire extinguishers and fire hoses
20. Preparation of cases for following day
21. Keep doctor's preference cards updated
22. Takes O.R. call as scheduled
23. Assist in maintaining department stock level
24. Participate in unit meetings and educational activities in order to develop skills and grow in awareness

PREFERRED SKILLS

1. Must have trained in the service or hospital program for Operating Room Technicians
2. Current BLS Card
3. Demonstrates ability to provide quality patient care
4. Communicates and works effectively with people
5. Basic Computer skills
6. Inter-personal communications skills
7. Written skills in Hindi and English

ADDITIONAL NOTES

We guarantee a promising career & future if you know your life goals.

RECRUITMENT PROCESS



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All our recruitment process is handled and managed by us. If you are through a recruiter or a recruitment agency, please note that we have no authorized or empaneled recruitment agency. You can always reach out to emails above for any clarifications on the position's status and your application. Please note that Health Point Hospitals Ranchi never asks for any payments from any applicants.

The process for Senior OT Technician at Health Point Ranchi will have following interview process:

- a. Candidates apply to email on the email ID provided
- b. Candidates, if shortlisted, will be notified in three days after application. Please note that we don't issue any acknowledgment for the application.
- c. Candidates will be scheduled for face-to-face Interviews with team and management
- d. Candidates clearing interviews will be given Practical assignments for assessment of their skills and expertise
- e. Shortlisted candidates will be issued offer letter

Reviewed By:	Ritesh Gupta	Date:	August 19, 2021
Approved By:	Dr. Ila Binaykia	Date:	August 20, 2021
Last Updated By:	Ritesh Gupta	Date/Time:	August 19, 2021