


DR. Ram Manohar Lohia Hospital, New Delhi

Duties and responsibilities of Sr. Technical Assistant

1. Senior Technical Assistant is responsible to the technical supervisor for maintenance of Technical work and workplace. STA will also perform the other duties mentioned below.
2. Up keeping and maintenance of sophisticated electronic gadgets in cardiology Department
3. Supervision of duties of junior and senior E.C.G technicians.
4. To chalk out duty roaster for technicians including call duties and also to perform duties in odd hours and in acute emergencies in life saving invasive procedures.
5. Hold the charge of electronics equipments installed in different facilities of cardiology department.
6. Preparing Indents, maintaining log books and stock registers of the items assigned to them.
7. To attend the minor repairs and calibrations the cardiac equipments in cardiology department.
8. Keeping in view the sensitivity and nature of the work related to cardiology, it is necessary for the staff to attend duties on time and also plan leave of absence with prior approvals.
9. Doing any other duties that may be assigned to them by their superiors.

  
HOD (Cardiology)

  
Deputy Director (Admin.)

  
Medical Superintendent