



CARE South Sudan is an International NGO working in South Sudan. CARE and its partners work with vulnerable communities to address the underlying causes of poverty and promote peace and development, through its strategic goal to reduce poverty by empowering women, enhancing access to resources and services and improving governance.

CARE South Sudan is looking for suitable South Sudanese candidates to fill the position of Radiology Assistant.

<b>Position:</b>	Radiology Assistant
<b>Department:</b>	Health
<b>Location:</b>	Field Office
<b>Reports to:</b>	Medical Officer-OPD
<b>Provides supervision to:</b>	NONE

**Purpose of the position:**

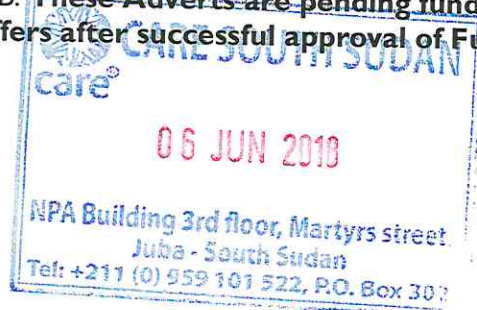
The role of the Radiology Assistant is to assist with the delivering of primary health care for patients at the Primary Health Care Centre by operating radiologic equipment to produce radiographs (X-rays). She/he will perform diagnostic imaginary examinations that are crucial for the detection of illnesses, injury, and other medical conditions.

**Major Responsibilities:** (please define in output format – 1-10 things of what you expect to see as a result of this position)

**NB. These Adverts are pending funding and successful candidates shall only receive offers after successful approval of Funding.**

Key Outputs/Responsibilities (Accountabilities and results)		Weight (%)
1.	<p><b>Prepare patients for X-Ray</b> Identifying patient service requirement by establishing personal rapport with patients and other health practitioners in charge of patient care management so as to understand services requirement; and preparing patient following established procedures for patient care and safety:</p> <ul style="list-style-type: none"> <li>• Reading doctor's note to get a better understanding of why a particular examination is being performed and determining which part(s) of the body to X-ray</li> <li>• Gaining patient cooperation by reducing anxieties; providing explanation for X-ray including answering questions and calming any concerns to ensure patient comfort</li> <li>• Where necessary, providing patient with a drink before procedure in order to allow soft tissues to be clearly seen on images</li> <li>• Instructing patient to remove garments or jewellery with the potential to interfere with the procedure</li> <li>• Considering hazard and contraindication for all cases sent for X-ray</li> </ul>	
2.	<p><b>Carry out X-Ray procedure</b> Carry out X-ray procedure as required by doctor's note and ensuring X-Ray procedures follow established standards for the operation of radiology equipment and procedures; and maintaining production and quality of radiographs by following established standards:</p> <ul style="list-style-type: none"> <li>• Preparing patient for radiological procedure by positioning patient so that parts of the body can be appropriately radio-graphed;</li> <li>• Adjusting devices by moving equipment into specific position and adjusting equipment controls on X-ray machine to produce radiographs of appropriate density, detail, and contrast of the body part so as to ensure correct diagnosis by medical doctors</li> <li>• Minimizing radiation to patient and staff by practicing radiation protection techniques, using beam restrictive devices, patient shielding, and knowledge of exposure factors</li> <li>• Communicating with the physician and other members of the health care team to determine whether more images need to be taken/retaken</li> <li>• Maintaining detailed records of procedures the patients received, diagnosis, and other medical notes that are of concern and proper treatment</li> </ul>	
3.	<p><b>X-Ray room, supplies and equipment management</b> Maintain safe and clean working environment by complying with procedures, rules and regulations. Ensuring that rooms where X-ray and patients preparedness are done are clean, safe and meet hygiene standards; equipment used are functional and clean; and stock for X-ray procedures are available</p> <ul style="list-style-type: none"> <li>• Ensuring that equipment are in good working condition and reporting immediately any equipment mal-function to Accountable manager</li> <li>• Maintaining radiology supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for suppliers; and verifying receipts of supplies</li> <li>• Using proper techniques when operating machinery to avoid injuries and ensuring use of sharp disposal containers for disposing of used items</li> <li>• Rigorously following approved procedures for the proper disposal of waste materials</li> </ul>	

NB. ~~These Adverts are pending funding and successful candidates shall only receive offers after successful approval of Funding.~~





4.	<b>Administrative support and reporting</b> To take part in programmatic meetings and ensure that administrative responsibilities relating to area of responsibilities are done effectively; taking part in activities that enhances learning; and making sure reports for area of work are collected using approved forms and share with accountable manager <ul style="list-style-type: none"> <li>• Assisting with surveys, evaluation, and other work activities</li> <li>• Attending staff meetings and trainings as required by accountable manager</li> <li>• Requesting for supplies and equipment and ensuring availability of supplies at all times</li> <li>• Taking part in the preparation of work plans including: quarterly, monthly and weekly plans.</li> <li>• Providing the required reports to the supervisor on weekly, monthly, quarterly and annually as may be required.</li> </ul>	
	Total	100

### **Qualifications: Education/Knowledge/Technical Skills and Experience**

The following may be acquired through a combination of formal or self-education, prior experience or on-the-job training:

- **Minimum Qualification required:** Certificate in Radiology Technology from a recognised institution with 3 years' work experience working in a Health Care Facility.
- **Experience:** Three years relevant working in Radiology Department.
- **Preferred:** Diploma in Radiology Technology from a recognised institution with 2 years work experience working in a Radiology Department.
- **Technical Skills & Abilities**
  - Interpersonal skills
  - Ability to work cooperatively with others in a team environment
  - Excellent communication skills – written and oral English; ability to communicate in Arabic
  - Ability to work under pressure and in hash environment

Key Relationship:

- PHCCs Clinical staff
- Patients and care givers.

### **Working Environment / Conditions:**

- Work environment: Field based

### **HOW TO APPLY**

This position is **ONLY** open to South Sudanese Nationals.

Closing date for receiving application will be **25<sup>th</sup> June 2018**. **Office Location.** The office is located at NPA Building, 3<sup>rd</sup> floor, Martyrs Street Juba opposite UNICEF Offices

Applications and CVs should be sent by **Email** to: [hrjuba@ss.care.org](mailto:hrjuba@ss.care.org) or Hand delivery to: **Care South Sudan Juba Office or other Care – sub offices.**

Care is an Equal Opportunity Employer, promoting gender, equity and diversity and women candidates are strongly encouraged to apply.

NB. These Adverts are pending funding and successful candidates shall only receive offers after successful approval of Funding.

