



ECHOCARDIOGRAM TECHNICIAN

Job Description

Job Title: Echocardiogram Technician	Reports to: Nursing Manager	
Directly Supervises: • N/A	Department/Level: Nursing Services/Jnr.	
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APPROVALS (Signature/Date)		
Department Head/Date	Human Resource Manager/ Date	Chairman/Date

1. Job Function

The **Echocardiogram Technician** is responsible for converting and transferring to cloud storage all echos s/he performs, in addition to any echos performed by the (senior) technician. **All activities must conform to professional guidelines and standards and to all legal requirements.**

2. Principal Duties and Responsibilities

1. Prepares patients and diagnostic equipment for imaging procedures.
2. Responsible for explaining procedures to patients.
3. Uses diagnostic equipment to create images of patient's heart.
4. Responsible for converting and transferring echos s/he performs.
5. Assists doctor in interpreting data from images taken.
6. Responsible for ensuring that records are kept properly.
7. Performs related work as directed by the appropriate Authority.



ECHOCARDIOGRAM TECHNICIAN

3. Personal Attributes

- Empathetic
- Detail oriented
- Perceptive
- Team player
- Professional

4. Qualifications and Experience

- Five (5) CXC passes including Mathematics and English, Biology and Chemistry
- Degree in Medical Sonography from an accredited institution or related certification
- Certification in Echocardiography would be an asset
- Proficiency in Microsoft Office Suite
- Three (3) years' experience

5. Knowledge, Skills and Abilities

- Good written and oral communication skills
- Strong conceptual and analytical skills
- Good administrative skills
- Attention to detail and accuracy
- Ability to multi-task and prioritize duties and responsibilities
- A sincere interest in and empathy for the health of patients