



No. MMDSL/HR-1/HIRING/ 2022-23(130)

Dated: 11/03/2024

ADVERTISEMENT

Application from citizens of Meghalaya are urgently required for appointment on a contractual basis for a period of 1 year (renewable) for the following post under Meghalayan Medical Drugs & Services Ltd, Meghalaya.

S No	Name of Post	No.of Posts	Renumeration	Essential Qualification & Experience	Place of Posting
1	Cath Lab Technician	1	As per MMDSL norms	Bachelor's Degree program in Cardiovascular Technology, Radiologic Technology, or a related field with minimum of 2 years experience in Cath Lab role.	Tura
2	Cath Lab Nurse	1	As per MMDSL norms	Bachelor of Science in Nursing or related field with minimum of 2 years experience in Cath Lab role.	Tura

Qualified and interested candidates can submit their applications electronically through an Online Form (link below) only, on or before **4pm of the 18th of March 2024** with softcopies of their bio-data, certificates and job experience. The applications of the candidates will be screened and intimated in due course. Any future information updates will be made known via appropriate channels.

Terms & Conditions:

1. All biodata and testimonials (incl. CV/Resume) are to be scanned and uploaded in a single PDF file <10MB.
2. Candidates may have to undergo a written and/or practical test.
3. Preference will be given to candidates who are domiciles of Meghalaya.
4. The office of the undersigned reserves the right to cancel/extend/advertise the same at its own discretion.
5. All applicants are required to fill the online form via <https://mmdsl.in/application-formc>
6. For more details, please visit <https://mmdsl.in/recruitment>

Shri Ramkumar S
Managing Director



No. MMDSL/HR-1/HIRING/ 2022-23(131)

Dated: 11/03/2024

TERMS OF REFERENCE FOR CATH LAB TECHNICIAN UNDER MEGHALAYA MEDICAL DRUGS & SERVICES LIMITED

Title: Cath Lab Technician
Duty Station: Tura, Meghalaya
Duration : 1 year (renewable)
Salary: as per MMDSL norms

Scope of Work:

1. Performing lab administrative duties and supply inventory
2. Performs inventory management for the Cath Lab
3. Participates in an environment that ensures quality work, group morale and is conducive to maintaining effective lines of communication
4. Provides excellent customer service to patients, physicians, offices and coworkers. Greets patient and makes comfortable with department surroundings
5. Assists physicians in cases of adverse reaction or in acute emergencies as necessary and during procedures
6. Opens sterile packs and prepares instrument table for catheterization procedure
7. Prepare patient for catheterization procedure
8. Observes patient for any complications of catheterization procedure
9. Observes all fluid infusion and patency of catheters
10. Assists supervisor in accurately recording charges for procedures
11. Attends all hospital mandatory in-services
12. Provide assistance to the administrative units and all relevant stakeholders.
13. Preparing monthly/quarterly data compilation and report writing
14. To be available to perform on-call duties as and when required.

Qualification:

Bachelor's Degree program in Cardiovascular Technology, Radiologic Technology, or a related field

Experience & Competencies:

1. Minimum of 2 years experience in Cath Lab role
2. Good mental and physical health to work for long periods of time in a highly stressful atmosphere is required



MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Government of Meghalaya

Department of Health & Family Welfare,
DHS Complex, New Colony, Laitumkrah,
Shillong - 793003,
East Khasi Hills,
Meghalaya.

+91-9863033404 / 9863048955
meghmdsl@gmail.com

3. Ability to complete multiple tasks under pressure and should be a team player.
4. Demonstrates teamwork approach by assisting coworkers in expediting processes to ensure efficient and effective workflow in the delivery of quality care
5. Demonstrates a willingness to maintain a harmonious working relationship with physicians, and other staff members

Shri Ramkumar S
Managing Director

Approved By Shri Ramkumar S(Managing Director) on 11/03/2024 06:52 AM
(The document is digitally approved and does not require any Seal or Signature in original)



No. MMDSL/HR-1/HIRING/ 2022-23(132)

Dated: 11/03/2024

TERMS OF REFERENCE FOR CATH LAB NURSE UNDER MEGHALAYA MEDICAL DRUGS & SERVICES LIMITED

Title: Cath Lab Nurse
Duty Station: Tura, Meghalaya
Duration : 1 Year (renewable)
Salary: as per MMDSL norms

Scope of Work:

1. Reviewing patient documents
2. Maintaining and operating facility equipment
3. Monitoring patient health status and scheduling appointments to follow the health plan.
4. Handling paperwork, like consent forms, and filing documents with patient records
5. Monitoring patient vitals and sedation during and after operations to make sure patients don't have unexpected reactions
6. Respond to emergencies
7. Sharing discharge paperwork and care instructions with patients or their families
8. Observes patient for any complications of catheterization procedure
9. Observes all fluid infusion and patency of catheters
10. Assists supervisor in accurately recording charges for procedures
11. To be available to perform on-call duties as and when required.

Qualification:

Bachelor of Science in Nursing or related field

Experience & Competencies:

1. Minimum of 2 years experience in Cath Lab role
2. Good mental and physical health to work for long periods of time in a highly stressful atmosphere is required
3. Ability to complete multiple tasks under pressure and should be a team player.



MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Government of Meghalaya

Department of Health & Family Welfare,
DHS Complex, New Colony, Laitumkrah,
Shillong - 793003,
East Khasi Hills,
Meghalaya.

+91-9863033404 / 9863048955
meghmdsl@gmail.com

4. Demonstrates teamwork approach by assisting coworkers in expediting processes to ensure efficient and effective workflow in the delivery of quality care
5. Demonstrates a willingness to maintain a harmonious working relationship with physicians, and other staff members

Shri Ramkumar S
Managing Director

Approved By Shri Ramkumar S(Managing Director) on 11/03/2024 06:53 AM
(The document is digitally approved and does not require any Seal or Signature in original)