

Phlebotomist

Tata Medical Center (TMC), Kolkata, is a philanthropic initiative from the House of Tata. Its mission is to promote prevention of cancer, to provide facilities for early diagnosis, treatment, rehabilitation and palliation to cancer patients, and to do research in cancer. The hospital is a comprehensive Cancer Care Center with well-trained professional staff and equipped with modern facilities and contemporary medical equipment. This Institution has been set up at New Town in the Rajarhat area of Kolkata on 13 acres of land and is managed by a professional management body reporting to the Tata Medical Centre Trust (TMCT). The Hospital, with a current capacity of 183 beds serves all sections of the Society. The hospital is right now on an expansion mode and will add an additional 250 beds. 50% of the beds are earmarked for free or subsidized treatment for the underprivileged sections of society. The Institution's objective is to excel in service, education and research.

This state-of-the-art Hospital has been built on carefully landscaped grounds to emphasize the holistic approach in our crusade against cancer. The buildings were designed by Cannon Design, a renowned architectural firm from North America. Diagnosis and treatment are characterized by a multi-disciplinary approach with Disease Management Teams, wherein experts from different streams participate in decision-making for treatment protocols, using evidence-based medical strategies and appropriate documented clinical guidelines. Tata Medical Center, Kolkata, has strived to be one of the leading cancer care and research institutions in the country and has benefited West Bengal as well as the adjoining states and neighboring countries.

To fulfill the above objectives TMC invites applications for the position of: **Phlebotomist**

Qualification: Higher Secondary 10+2(Science) preferably with a DMLT.

Experience:

1 year experience of working in blood collection in a reputed hospital/Blood Collection Centre

Job Description:

- Phlebotomy technicians are responsible for collecting and preparing blood samples which will undergo laboratory testing.
- Must be familiar with skin puncture, venipuncture, and arterial collection techniques.
- Must have knowledge of the tests that are required and how medications or diet can affect the results.
- They must have an understanding of safety procedures which must be followed to prevent the spread of infectious diseases when handling and collecting blood samples.
- The technologist must be familiar with the computer programs (HMS) and must know to use the programs that are being used to manage patients in the hospital.

- Must have gone through the primary sample collection manual of different lab subspecialties and must be aware of requirements of each lab and have knowledge of turnaround time of the different tests.
- Must counsel the patients about the TAT of the various tests and explain them the expected time of getting the results.
- Must be able to interact with the clinicians ordering the various tests and must be able to explain them the TAT of the tests and expected time of receiving the results.
- Before they take any blood from a patient, they are supposed to verify patient information. They should confirm the patient name and the name of the doctor who has sent them to the lab with the request.
- They must make sure that they calm and comfort the patients before they draw the blood.
- Using the laid down procedures, they are supposed to maintain the integrity of all blood samples.
- They are supposed to make sure that all equipment that is supposed to be destroyed, like used needles, is logged and destroyed.
- They are required to go to the wards to patient's bedsides to take blood samples.
- They must comply to all legal and hospital requirements as regards the drawing of blood, analyzing and storing samples.
- They must maintain the log and the inventory of consumables (syringe, vacutainers, needles etc) in their area of functioning.

***For more details and application forms, please log on to our website today:**

www.tmckolkata.com

Interested candidates may email or post applications to:

Mr. Suvasish Mukherjee, Head-Human Resources, Tata Medical Center, 14 MAR (EW), New Town, Kolkata – 700156.

Email – suvashish.mukherjee@tmckolkata.com