

EXAMINATION ANNOUNCEMENT



E.A. No.: YP-24-048
Opening Date: 7/19/2024
Closing Date: Until Filled

OFFICE OF ADMINISTRATIVE SERVICES

Division of Personnel

ysgpersonnel@gmail.com

It is the policy of the Government that qualified Federated States of Micronesia citizens be given first priority for employment consideration, with United States citizens and subsequently, third country national utilized in position for which qualified Federated States of Micronesia citizens are not available.

POSITION AND SALARY: X-Ray Technician I
PL 10/1-5,678.40 PA
\$ 218.40 BW

This is the minimum salary rate at step one of the grade. Higher steps, not to exceed 4, may be authorized in cases of hard-to-fill position where it is appropriate to the qualifications of the appointee.

LOCATIONS:

**Ancillary Division
Department of Health Services
Colonia Yap 96943**

DUTIES:

Assists in positioning patients and operating X-Ray equipment to perform X-Ray procedures and EKG's as ordered by the Medical Officers. Assists in preparing solutions used in the development of X-Ray film according to policy for formulas. Assists in developing, fixing, rinsing and drying exposed film according to dark room policies. Assists in maintaining an organized filing system for X-Rays. Assists in maintaining unexposed film in appropriate storage areas as per policy. Assists in ordering supplies/equipment to ensure adequate stock for an effective X-Ray service. Assists in maintaining a clean and organized X-Ray Unit following Infection Control Policy. Treats patients with dignity and respect at all times. Prepares patient for diagnostic procedures and assists Medical Officers with patient examination and assessment. Ensures all required patient information is recorded on the Encounter Form. Accompanies patients to ward for Admission and gives handover report to ward nurse. Ensures outpatient charts are returned to Medical Record Room. Acts as an interpreter for Medical Officer/patient as required. Participates in effective teamwork within the OPD unit and good relationships with other DHS Divisions. Receives an annual Performance Appraisal from the OPD Unit Supervisor. Maintains high standards of personal hygiene and grooming. Observes all relative DHS Policies and Procedures.

MINIMUM QUALIFICATION REQUIREMENT:

High school graduate. College graduate of at least 2 years. Has knowledge of human Anatomy & Physiology. Working knowledge of basic computer programs such as Microsoft Office. Ability to work independently. Fluency in English. Working knowledge of local languages of Yap an advantage.

**SECURE APPLICATION FORMS
FROM AND RETURN TO YAP
STATE PERSONNEL OFFICE**