

	<b>MTI - HAYATABAD MEDICAL COMPLEX</b>	Doc. No.	HMC-HRD-F-02
	<b>RECORD FORMAT</b>	Version No.	00
	<b>JOB DESCRIPTION</b>	Date	02-05-2022

<b>JD No.</b>	01--ENT
<b>Job Title</b>	Audiometrist
<b>Department</b>	ENT
<b>Reporting To</b>	Chairman ENT

<b>Duties &amp; Responsibilities</b>	<ul style="list-style-type: none"> <li>• To work in close liaison with speech therapist &amp; other staff of ENT-OPD.</li> <li>• To follow departmental SOPs in letter &amp; spirit.</li> <li>• Carry out hearing test (PTA, Tympanometry &amp; BERA) to the patients presented on OPD.</li> <li>• Screening of new born babies subject to provision of OAE.</li> <li>• Maintaining the record of all tests carried out at OPD.</li> <li>• Keeping all the equipment related to Audiology in functional condition and reporting to HOD and Hospital Administration if any equipment is not working properly.</li> <li>• Provide training to under graduate students of KGMC regarding hearing tests.</li> <li>• Maintain a close liaison with HOD &amp; other staff to ensure smooth delivery of hearing tests etc.</li> <li>• Preparing specifications for equipment related to audiology to be advertised &amp; purchased for ENT dept.</li> <li>• Any other task assigned by HOD of ENT.</li> </ul>
	<b>Academic &amp; Professional Qualifications:</b> <ul style="list-style-type: none"> <li>• BS in Audiology.</li> </ul>
	<b>Related Experience:</b> <ul style="list-style-type: none"> <li>• 02 years post qualification experience in audiology/audiometry will be preferred.</li> </ul>
	<b>Skills/Competencies:</b> <ul style="list-style-type: none"> <li>• Strong knowledge of hearing disorders.</li> <li>• Proficiency in performing &amp; interpreting audiometric tests.</li> <li>• Familiarity with fitting, programming and managing hearing aids along with cochlear implants.</li> <li>• Good communication skills for explaining diagnosis &amp; treatment plans to patients.</li> <li>• Basic computer and EMR proficiency.</li> </ul>
<b>Working Environment</b>	<b>Working Conditions:</b> <ul style="list-style-type: none"> <li>• May be exposed to low level of noise</li> <li>• Requires extended periods of sitting &amp; using audiological equipment.</li> <li>• Generally regular daytime hours.</li> <li>• May need to handle uncooperative patients.</li> </ul>



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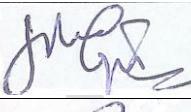
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Date

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#### Physical Effort:

- Yes

	Name	Designation	Date	Signature
Prepared by	Dr. Muhammad Arif	Assistant Professor	12-05-2025	
Reviewed by	Dr. Johar Iqbal	Assistant Professor	12-05-2025	
Approved by	Dr. Saeed Khan	Associate professor & Chairman ENT Department	12-05-2025	

#### Acknowledgment:

*I have read and understood my position description. I understand that these responsibilities maybe modified to meet arising needs in the department*

Employee:

Date: