



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

<b>JD No.</b>	04-DEN
<b>Job Title</b>	Dental Surgeon
<b>Department</b>	Dentistry & Maxillofacial
<b>Reporting To</b>	HOD Dentistry & Maxillofacial

<b>Job Overview</b>	Dental surgeon job is to diagnose and treat various dental conditions, and contribute to the growth and development of dental department.
<b>Duties &amp; Responsibilities</b>	<ul style="list-style-type: none"> <li>To perform surgeries such as tooth extractions and reconstructive surgery, perform root canals and other procedures pertaining to the inside of teeth, and treat gum related diseases.</li> <li>To write prescriptions for antibiotics or other medications.</li> <li>To examine x- rays of teeth, gums, the jaw, and nearby areas for problems.</li> <li>To make models and measurements for dental appliances, such as dentures, to fit patients.</li> <li>To teach patients about diet, flossing, use of fluoride, and other aspects of dental care.</li> <li>To clean and repair teeth, extracting teeth when necessary, fitting crowns and administering anesthesia prior to dental procedures.</li> <li>To lead dental staff in patient care.</li> </ul>
<b>Job Requirements / Hiring Criteria</b>	<b>Academic &amp; Professional Qualifications:</b> <ul style="list-style-type: none"> <li>MBBS/BDS or equivalent from recognized University or equivalent qualification.</li> <li>Recognized by PM&amp;DC/PMC.</li> </ul>
	<b>Related Experience:</b> <ul style="list-style-type: none"> <li>Relevant experience will be preferred.</li> </ul>
	<b>Skills/Competencies:</b> <ul style="list-style-type: none"> <li>Registered with the Pakistan Medical and Dental Council (PMDC).</li> <li>Relevant clinical experience, preferably in a hospital setting.</li> <li>Strong communication and interpersonal skills.</li> </ul>
<b>Working Environment</b>	<b>Working Conditions:</b> <ul style="list-style-type: none"> <li>Ability to work effectively in a team environment.</li> </ul>
	<b>Physical Effort:</b> <ul style="list-style-type: none"> <li>Climate-controlled clinic with comfortable temperatures and humidity levels.</li> <li>Well-lit and ventilated workspace.</li> <li>Ergonomic chairs and equipment to reduce strain and discomfort.</li> </ul>

	Name	Designation	Date	Signature
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<b>Prepared by</b>	Dr. Yasir Rehman	Asst Prof	07/04/2024	
<b>Reviewed by</b>	Dr. Zahid Qayyum	Assoc Prof	07/04/2025	
<b>Approved by</b>	Dr. Shehzad Akbar	Prof/MD	07/04/2025	

#### 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:
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