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

JD No.	04-DERM
Job Title	Specialist Registrar
Department	Dermatology
Reporting To	Medical Director


Job Overview	
Duties & Responsibilities	<ul style="list-style-type: none">
Job Requirements / Hiring Criteria	Academic & Professional Qualifications: <ul style="list-style-type: none">
	Related Experience: <ul style="list-style-type: none">
	Skills/Competencies: <ul style="list-style-type: none"> Teaching under and post graduate students Supervising procedures Liaison and coordination with patients, under and post graduate students, paramedics,
Working Environment	Working Conditions: <ul style="list-style-type: none"> 08:00am to 04:00pm (Monday to Friday) Daily evening rounds Emergency service 24/7 on call duties
	Physical Effort: <ul style="list-style-type: none"> Ward rounds Under and post graduate classes OPD duties Emergency on call duties

	Name	Designation	Date	Signature
Prepared by				
Reviewed by				
Approved by				

Acknowledgment:

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

Employee:	Date:
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