



Radiographer

The Radiographer is responsible for providing an exceptional level of acute radiography on Mt Ruapehu and assisting in the planning and documentation of the Mt Ruapehu Medical Centre services, with particular regard to meeting ACC standards.

Working closely with internal and external stakeholders, including safety services team, ski area guests, St John Ambulance, National Air Desk, Police, Hospitals, Pharmacies and Suppliers to ensure coordinated medical care for patients.

KEY RESPONSIBILITIES

OPERATIONAL:

- Deliver acute radiography care in accordance with the Tūroa and Whakapapa Medical Centre Manuals and X-Ray Protocols and Procedures.
- Participating in training and performing of nursing duties including but not limited to; applying plaster casts, collecting patient vital signs, IV cannulation, wound care, and assisting with triage.
- Assist with the provision of radiography facilities in keeping with stated company goals.
- Assist with the medical training of Safety Services staff.
- Perform any duties as requested by the Practice Manager, Supervisor and Lead Doctor as required to enhance the performance of the company and assist in achieving company goals.
- Actively foster a service-focused culture within the company.
- Maintain safe, clean and tidy work areas.
- Actively seek new methods and suggestions to improve the efficiency of the operation.
- Attend and participate in weekly staff meetings and any scheduled full departmental or company staff meetings.
- Participating in internal and external audits while meeting audit requirements and implementing corrective actions.
- Assist with internal audits relating to radiography and nursing duties these include but are not limited to; infection prevention and control, HDC code of rights, patient satisfaction survey review, QA x-ray reporting times, QA x-ray reject analysis and x-ray patient numbers.
- Assist with clinic stock take and ordering, in a timely manner.
- Assisting Practice Manager with budgeting for Medical Centres by maximising expenditure savings where possible.
- Maintain professional development by partaking and delivering education sessions to clinic staff and safety services team.
- Assist Nurses in ensuring vaccines/medication storage is compliant with RAL Cold Chain standards and policies.
- Carry out projects as requested by the Practice Manager, Supervisor, Lead Doctor and perform any other duties required to enhance the performance of the company and assist in achieving company goals.

HEALTH & SAFETY AND COMPLIANCE:

- Encourage and maintain an environment which promotes quality service delivery and safety for all patients and staff.
- Ensure all relevant personnel are provided with and wear a radiation monitoring badge.
- Performing daily, weekly and monthly x-ray quality assurance (QA) tests.
- Provide education on radiation safety to non-radiology staff.
- Assist in carrying out annual review of the Departmental Risk Register for the department and ensure new hazards are identified and actioned as required.
- Responsible for reporting incidents, adverse events, complaints and follow up corrective actions in a timely manner.
- Assist in investigating workplace accidents within the department.
- Adhere to all company policies and procedures and become a role model for staff within the department.



- Participate in discussions regarding incidents, adverse events, and corrective actions at monthly staff meetings.

COMMUNICATION:

- Ensure a high level of communication with the Practice Manager, Supervisor, Lead Doctor, Ski Area Leadership Team, and all Ski Area employees.
- Ensure external parties are communicated with and kept up to date with information. Maintain a high level of communication with all other relevant external parties.

KEY REQUIREMENTS

QUALIFICATIONS AND EXPERIENCE: Qualified Medical Radiation Technologist holding registration with NZMRTB.

- At least 2 years broad general Radiology experience gained in public hospital or private practice.
- Active member of an approved CPD programme.
- Current annual practicing certificate.
- Current medical indemnity insurance held.
- IV cannulation certificate (preferable).
- Basic Life Support, First Aid or equivalent certification **required** (within 3 years)
- Pre-Hospital Emergency Care (PHEC) certificate (preferable)

SKILLS AND KNOWLEDGE

***Must complete self-assessment of core skill competencies, as part of application.**

- Must be familiar with computed radiography.
- Knowledge of the New Zealand health system, particularly ACC.
- Computer literate.
- Skilled in developing and maintaining guest relationships.
- Ability to effectively communicate with staff, peers, and stakeholders at all levels, including explaining technical or complex information in simple terms.

PERSONAL QUALITIES:

- Commitment to a strong guest service ethic.
- Confident to work without supervision.
- High level of accuracy.
- Punctual and reliable.
- High energy levels.
- A quick response to requests, ideas and suggestions in a non-defensive way.
- A tolerance for uncertain market and weather conditions.
- Flexible approach to work schedules, guest needs and the strategic direction of the organisation.
- Tactfulness and helpfulness in dealing with others.
- Effective negotiation skills.
- Builds effective working relationships with a wide range of people.
- Have an ability to show initiative in new work situations, show enthusiasm while learning new skills outside the generalised scope of radiology.
- Ability to be adaptable to new policies and procedures as per Best Practice Guidelines.

OTHER REQUIREMENTS

- Able to provide evidence of Hepatitis B vaccination, we **require laboratory evidence of immunity** (antibody > than 10mIU/ml).