

## **Per Diem X-Ray Technician – Weekdays, M-F 8 am to 5pm**

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### **Job Description**

#### **Qualifications:**

- Graduate of approved school of radiology required (two year course).
- Valid Connecticut X-ray technician license or ARRT registered.
- Minimum two years' experience as X-ray technician preferred.
- Orthopaedic and/or neurological experience preferred.
- Ability to work well under pressure.
- Strong interpersonal and customer service skills.

#### **Responsibilities:**

- Greets patients in prompt and pleasant manner.
- Promptly escorts patients to X-ray rooms and/or exam rooms.
- Enters data as required for each X-ray in PACS system in a timely manner.
- Performs diagnostic X-rays as requested.
- Interacts/communicates appropriately with physicians, patients and colleagues.
- Maintains and orders X-ray supplies.
- Files and retrieves X-rays including OR list.
- Generates copies of films and creates CDs of digital X-rays.
- Answers telephone, provides info and processes requests for X-ray copies.
- Uses Medic and PACS systems to locate patient files.
- Erases cassettes for imaging on a weekly basis.
- Maintains work area in a clean and orderly fashion.
- Follows all HIPAA rules.
- Follows ONS' policies and procedures.
- Performs other duties/projects as assigned.