

JOB DESCRIPTION
Vision India Services Pvt Ltd

Profile Name	GDA
Company Name	Sodexo
Qualification	12th
Male / Female candidate	Male
No. of mandate / requirement expected	10
Fresher / Experienced (If experienced then No. of years of exp required min-max)	Fresher
Workplace – detailed address	Bhuj, Surat
Key Responsibilities	<ul style="list-style-type: none"> ➤ Assist staff nurses in shifting patient to the investigation rooms or during discharge ➤ Patient's file transfer to billing, wards and OT ➤ Assist patients for toilet activities ➤ Take measurements of the urine of the patient and document ➤ Cleaning & dusting of the nursing station and the ward ➤ Take and receive the repaired inventories to and from the ward ➤ Assist staff nurse in maintaining ward inventories. ➤ Bring the indents of the ward ➤ Assist staff nurses for patient sponge activities. ➤ Assist patient to change uniforms as and when necessary. ➤ Collecting washed linen from laundry to the ward. ➤ Segregation of garbage (general & biomedical) from rooms to utility area ➤ Washing & upkeep of dustbins ➤ Assist the patient to place bedpan and other requirements if and necessary ➤ Cleaning of patient debris (vomit/stool/urine) ➤ Daily Washing and upkeep of stool & urine pot. ➤ Bed making & dusting of all furniture and fixtures in the room including medicine trolley. ➤ Take the requisition for all the diagnostic test and procedures to the respective department. ➤ All function as instructed and scheduled by the in-charge staff nurses ➤ Assist staff nurses and Doctor while providing any treatment for patients as and when necessary ➤ Provide drinking water to patient

	➤ Provide tea/coffee to relative in case of instructions from ward in-charge.
Open to hire local candidates – (Yes/No)	Yes
Open to hire from other state – (Yes/No)	Yes
Weekly off	Weekly off
Accommodation	Yes
Boarding / Lodging / Meal facility (Yes/NO) if yes pls mention rate in rupees per day	No
Additional Facilities	Utensil and induction gas will be provided.
Stipend cycle	Monthly