

## **Phlebotomist**

Conceptualized in the year 2004 as a philanthropic initiative for the Eastern and North-Eastern parts of India and the neighboring countries, the Tata Medical Center (TMC) started operations in Kolkata on May 16, 2011. The hospital is governed by a charitable trust – Tata Medical Centre Trust. It is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and the most contemporary medical equipment. The hospital was designed by Cannon Design, a renowned architectural firm from North America. It is located on 13 acres of land at New Town in Kolkata, West Bengal.

The hospital is an integrated Oncology facility with well-trained professional staff and equipped with modern facilities and contemporary medical equipment. The Hospital, with a capacity of 437 beds, serves all sections of the society, with 75% of the infrastructure earmarked for subsidized treatment for the underprivileged sections. It provides a wide spectrum of services from diagnosis and therapy to rehabilitation and palliative support. The Institution's objective is to excel in service, education and research.

Tata Medical Center, Kolkata, has strived to be one of the leading cancer care and research institutions in the country and has benefited West Bengal as well as the adjoining states and neighboring countries.

TMC is also running many academic programmes and has entered into institutional collaborations in education, research, and outreach programmes in the field of interdisciplinary medical, research and technology.

To fulfil the above objectives TMC invites applications for the position of:

### **Phlebotomist**

**Qualification:** Higher Secondary 10+2(Science) preferably with a DMLT.

### **Experience:**

Minimum 1 year experience of working in blood collection in a reputed hospital/Blood Collection Centre.

### **Job Description:**

- Phlebotomy technicians are responsible for collecting and preparing blood samples which will undergo laboratory testing.
- Must be familiar with skin puncture, venepuncture, and arterial collection techniques.
- Must have knowledge of the tests that are required and how medications or diet can affect the results.
- They must have an understanding of safety procedures which must be followed to prevent the spread of infectious diseases when handling and collecting blood samples.

- The technologist must be familiar with the computer programs (HMS) and must know to use the programs that are being used to manage patients in the hospital.
- Must have gone through the primary sample collection manual of different lab subspecialties and must be aware of requirements of each lab and have knowledge of turnaround time of the different tests.
- Must counsel the patients about the TAT of the various tests and explain them the expected time of getting the results.
- Must be able to interact with the clinicians ordering the various tests and must be able to explain them the TAT of the tests and expected time of receiving the results.
- Before they take any blood from a patient, they are supposed to verify patient information. They should confirm the patient name and the name of the doctor who has sent them to the lab with the request.
- They must make sure that they calm and comfort the patients before they draw the blood.
- Using the laid down procedures, they are supposed to maintain the integrity of all blood samples.
- They are supposed to make sure that all equipment that is supposed to be destroyed, like used needles, is logged and destroyed.
- They are required to go to the wards to patient's bedsides to take blood samples.
- They must comply with all legal and hospital requirements as regards the drawing of blood, analyzing and storing samples.
- They must maintain the log and the inventory of consumables (syringe, vacutainers, needles etc.) in their area of functioning.

**\*For more details and application forms, please log on to our website today:**

**[www.tmckolkata.com](http://www.tmckolkata.com)**

**Interested candidates may email or post applications by 14<sup>th</sup> August 2025:**

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