

From

MARY SIMI
Kanappilly House,
Ezhikara P.O.
Chathanad
Ernakulam Dist
Kerala

Sub : Application for the post of Qualified Operation Theatre Technician

Respected Madam/Sir,

With respect and humble submission it is to state that I, Miss. MARY SIMI, Diploma in Operation Theatre Technology from DON BOSCO Hospital, North Paravur, Kerala, India.

I would like to place my application with enclosed curriculum vitae for your kind and favourable consideration in your esteemed institution for the post of Operation Theatre Technician.

If am given an opportunity to work under your esteemed institution, I assure that I will discharge my duties from the best of my ability and welfare of the institution.

I hope that my curriculum vitae will meet your kind of view and solicit your early response in this, matter.

Thanking you

Yours Sincerely

MARY SIMI

Place : Ezhikara

Date :

MARY SIMI

Kanappilly House,
Ezhikara P.O.,
Chathanad

Ernakulam Dist, Kerala ,
Phone : +91 75928 27033

E-mail : simidavis02@gmail.com



OBJECTIVES

I am Mary Simi, presenting my biodata for the post of Operation Theatre Technician our esteemed prestigious institution. I offer my whole hearted service to the institution and I am confident to exceed myself in the same capacity with experience I have acquired. I expect a favourable response to present me before you.

PERSONAL DETAILS

Father's Name : Davis K. V.
Date of Birth : 13/03/2002
Sex : Female
Religion : Christian
Nationality : Indian
Marital Status : Single
Languages Known : English, Malayalam, Tamil

ACADEMIC QUALIFICATION

Qualification	Institution	Board/University	Year
SSLC	SNHSS, North Paravoor	Board of Public Examination, Kerala	2017
Plus Two	Lakshmi College, North Paravoor	Board of Higher Secondary Examination, Kerala	2019
BSS Diploma in Operation Theatre Technician	Don Bosco Institute of Health Science, N.Paravur	Bharat Sevak Samaj, Govt.of India	2022

DUTIES AND RESPONSIBILITIES

- Workspace should be cleaned and disinfected, sterilization of equipments to be done.
- Anesthetic machines/workstations monitors, breathing circuits and accessories are in perfect working order.
- Ensure appropriate number of medical gas Cylinders (Oxygen, Air Nitrous Oxide, Carbon dioxide) are readily available and checked
- Ensure pipelines for medical gases (O₂ and N₂O) and vacuum pipeline is attached and checked to be okay
- Ensure emergency drugs tray/chart is checked and kept ready for use. They should cross check the expiry date drugs and replace as and when required. Resuscitative equipment should be kept ready.
- Check the anesthetic machine for presence of all anesthetic drugs, stainless steel trays, syringes, needle, labels, intravenous cannula, three way stopcocks, adhesive tapes, scissors, spirit etc.
- Provide spinal/epidural sets, local anesthetic drugs along with stainless steel trays for administrations of regional anesthesia. They must supervise and guide in patient posting for Regional Anesthesia techniques.
- Ensure proper functioning and positioning of OT lights during surgery, checking of electrocautery machine and foot pads (Bipolar and monopolar lead with proper earthing)
- Ensure that OT list is posted inside the OT and the patients are operated as per sequence. Each patient should come to the OT with proper documents, which should be cross checked.

- Ensure that after surgical operation is over and the next patient is whiled in the OT should be cleaned and tides up. In case, uninfected case or an HIV the case has been conducted them the OT should be fumigated. Similarly, ICU should be cleaned and this infected before the next patient is taken on it.
- Have used equipments like syringe pumps, infusion pump, defibrillator, pulse oxymeter, ECG monitoring, CVP monitoring, CPR assisting intubations.
- Have used anesthetic workstations, ventilator, multi paramonitor OT table, all laparoscopic equipments, electronic tourniquet, C-Arm Ophthalmic + ENT microscope, Phacomachine, harmonic, scalpel ortho drill machine, ENT surgical equipments, shadowlesslamp, nervestimulator, surgical diathermy etc.

DECLARATION

I hereby declare that all information given above are true and correct to my knowledge and belief.

Place : Ezhikara

Date :

MARY SIMI