

JOB DESCRIPTION	
ORGANIZATION	IISC MEDICAL SCHOOL FOUNDATION
POSITION	RSO LEVEL I
REPORTING TO	HEAD - RADIOLOGY
Key areas of responsibility:	The Radiation Safety Officer (RSO) – Level 1 is responsible for ensuring radiation protection, regulatory compliance, and safe use of ionizing radiation in diagnostic imaging and related clinical areas, in accordance with Atomic Energy Regulatory Board (AERB) regulations, hospital policies, and applicable national standards. Ensure safe, compliant, and monitored use of radiation through implementation of radiation protection measures, personnel monitoring, regulatory documentation, and coordination with clinical, engineering, and IT systems.
Overall Responsibilities:	Implement and monitor radiation safety practices in diagnostic radiology areas including X-ray, CT, fluoroscopy, and mobile imaging units as applicable.
	Ensure compliance with AERB regulations, license conditions, and approved layouts for radiation installations.
	Monitor radiation exposure of occupational workers and ensure adherence to dose limits as prescribed by regulatory authorities.
	Conduct routine radiation safety surveys, area monitoring, and shielding verification as required.
	Maintain radiation safety records, logs, and documentation as per statutory and hospital requirements.
	Coordinate with Radiology, Biomedical Engineering, Facility Management, and IT teams for safe operation and maintenance of radiation-generating equipment.
	Support training and sensitization programs for radiation workers on radiation safety practices, personal protective equipment, and emergency procedures.
	Liaise with AERB-approved agencies, service providers, and authorized vendors for compliance-related activities.
	Support integration of radiation safety documentation, personnel dose records, and equipment data into digital systems and HIS where applicable.
	Maintain and update regulatory documentation including approvals, licenses, personnel monitoring records, and safety manuals.
	Report radiation incidents, overexposures, or safety deviations to hospital authorities and regulatory bodies as per prescribed timelines.
	Participate in internal audits, quality reviews, and accreditation-related assessments related to radiation safety.
	Assist hospital leadership in ensuring continuous compliance with evolving radiation safety regulations and best practices.

	Perform any other duties related to radiation safety as assigned by management.
Key Performance Indicators - Measurable Deliverables	Compliance rate with AERB regulatory requirements and license conditions.
	Percentage of radiation workers monitored within permissible dose limits.
	Timely submission and maintenance of statutory radiation safety documentation.
	Number of radiation safety incidents or non-compliances reported and resolved.
	Completion rate of radiation safety training and awareness programs.
Essential Qualification :	Graduate in Science / Engineering / Allied Health Sciences Successful completion of AERB-approved RSO Level 1 Certification Course
Professional Experience :	Minimum 1–3 years of experience in radiation safety or radiology-related environments preferably in
Strong Skills :	Regulatory compliance orientation, attention to detail, analytical thinking, coordination, communication, documentation accuracy, integrity, safety mindset, and ability to work in multidisciplinary clinical environments.
Industry Preference :	Healthcare
Reporting structure :	Head of Radiology
Reportee	Nil
Key Interaction - Internal	Radiology Department, Biomedical Engineering, Facility Management, Quality Team, IT/HIS Team, Radiation Workers
Key Interaction - External	AERB, Approved Dosimetry Services, Equipment Vendors, Regulatory Auditors
Knowledge and Technical competencies/Skills:	Sound knowledge of AERB regulations, radiation protection principles, and safe operating practices for diagnostic radiology.
	Ability to conduct radiation surveys, exposure assessments, and safety audits.
	Proficiency in maintaining radiation safety records, dose monitoring data, and compliance documentation.
	Functional digital proficiency in using HIS, radiation monitoring software, spreadsheets, and electronic reporting systems.
	Understanding of equipment-related safety controls, shielding requirements, and radiation warning systems.
	Commitment to patient, staff, and environmental safety through continuous monitoring and improvement.
Salary Structure	Salary to commensurate as per industry standards

GENERAL CONDITIONS

1. The nature of the employment will be contractual during the project phase and is subject to annual review and renewal. However, the engagement is terminable from either side without any reasons but with one month notice or salary in lieu thereof. The decision of the IMSF in this regard shall be final and binding on the candidate.
2. No accommodation will be provided.
3. The candidates have to appear in the selection process at their own cost.

Mode of Selection: Candidates who are desirous to be considered may submit the CV and cover letter highlighting the qualifications and experience to **office@iiscmedicalschoolfoundation.org** on or before **27/02/2026, 5.00 PM** with the subject line: **“Application for RSO Level I”**. The eligible applicants will be called for an interview. Applications received after the deadline will not be considered for selection.