

JOB DESCRIPTION	
ORGANIZATION	IISC MEDICAL SCHOOL FOUNDATION
POSITION	RSO LEVEL III
REPORTING TO	HEAD – RADIATION ONCOLOGY
Key areas of responsibility:	The Radiation Safety Officer (RSO) Level 3 is responsible for comprehensive radiation protection, regulatory governance, and strategic oversight of radiation safety across all diagnostic and therapeutic radiation practices within the hospital, including radiology, nuclear medicine, and radiotherapy services, in compliance with Atomic Energy Regulatory Board (AERB) regulations and national standards. Provides leadership in radiation safety governance, regulatory compliance, monitoring, training, and integration of radiation safety practices into clinical operations and digital hospital systems.
Overall Responsibilities:	Lead the implementation and continuous monitoring of radiation safety programs across all radiation facilities within the hospital.
	Ensure full compliance with AERB regulations, license conditions, safety codes, and approved facility layouts for diagnostic and therapeutic radiation installations.
	Oversee personnel dosimetry programs, area monitoring, shielding assessments, and exposure optimization (ALARA principles).
	Review, approve, and monitor radiation work practices, SOPs, emergency preparedness plans, and incident response protocols.
	Serve as the primary authority for radiation safety matters within the hospital.
	Coordinate with Radiology, Nuclear Medicine, Radiotherapy, Biomedical Engineering, Facility Management, Quality, and IT teams to ensure safe and compliant operation of radiation equipment.
	Liaise with AERB, authorized agencies, dosimetry services, equipment vendors, and regulatory auditors for licensing, inspections, renewals, and compliance submissions.
	Support integration of radiation safety documentation, exposure records, and compliance data into digital platforms, HIS, and regulatory reporting systems.
	Guide and mentor RSO Level 1 and Level 2 personnel in radiation safety practices and regulatory compliance.
	Maintain and oversee all statutory documentation, approvals, safety manuals, audits, and regulatory correspondence related to radiation safety.
	Lead internal audits, mock drills, incident investigations, and corrective and preventive action (CAPA) related to radiation safety.
	Report radiation incidents, abnormal exposures, and safety violations to regulatory authorities and hospital leadership as per prescribed timelines.

	Provide expert inputs to hospital leadership on planning, commissioning, expansion, or modification of radiation facilities and equipment.
	Perform any other responsibilities related to radiation safety as assigned by hospital management.
Key Performance Indicators - Measurable Deliverables	Zero critical non-compliances during AERB inspections and audits.
	Percentage of radiation workers maintained within permissible dose limits.
	Timely renewal and approval of all AERB licenses and authorizations.
	Completion rate of radiation safety training and competency programs.
	Reduction in radiation safety incidents and near-miss events.
	Timeliness and accuracy of statutory reporting and documentation.
Essential Qualification :	Minimum 8–10 years of experience in radiation safety, radiology, nuclear medicine, or radiotherapy environments, including experience handling AERB inspections and regulatory compliance. Experience in installation and commissioning of high end radiotherapy equipments like Linear accelerator, gamma knife and brachytherapy units, PET, SPECT and Nuclear medicine.
Professional Experience :	Regulatory leadership, risk assessment, analytical and decision-making skills, documentation excellence, coordination, training and mentoring, crisis management, digital proficiency, integrity, and safety-first mind-set.
Strong Skills :	Healthcare
Industry Preference :	Head of Radiation Oncology
Reporting structure :	RSO Level 1 and Level 2 personnel; functional oversight of radiation workers across departments
Reportee	Radiology, Nuclear Medicine, Radiotherapy, Biomedical Engineering, Facility Management, Quality, IT/HIS Team, Hospital Leadership
Key Interaction - Internal	AERB, Regulatory Inspectors, Authorized Dosimetry Services, Equipment Vendors, External Auditors
Key Interaction - External	Minimum 8–10 years of experience in radiation safety, radiology, nuclear medicine, or radiotherapy environments, including experience handling AERB inspections and regulatory compliance. Experience in installation and commissioning of high end radiotherapy equipments like Linear accelerator, gamma knife and brachytherapy units, PET, SPECT and Nuclear medicine.
Knowledge and Technical	Strong understanding of commissioning, acceptance testing, and lifecycle management of radiation equipment.

competencies/Skills:	Expert-level knowledge of AERB regulations, radiation safety codes, and national radiation protection standards.
	Proficiency in radiation dose assessment, shielding design evaluation, and exposure optimization techniques.
	Ability to lead radiation safety audits, investigations, and regulatory inspections.
	Advanced competence in digital documentation systems, radiation monitoring software, HIS integration, and regulatory reporting platforms.
	Commitment to continuous improvement, patient and worker safety, and ethical regulatory compliance.
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 III**”. The eligible applicants will be called for an interview. Applications received after the deadline will not be considered for selection.