

Ethio-Istanbul General Hospital

Vacancy Announcement – IT Officer

Position: IT Officer

Qualification:

- **BSc Degree** in Computer Science, Computer Engineering, Information Technology, or related fields.
- >1 year of experience in a private hospital setting

Required Skills & Experience:

- Strong knowledge and hands-on experience with **MedAxs Hospital Management System**.
- Experience in **Networking**, LAN/WAN configuration, and troubleshooting.
- Skills in **Computer Maintenance** (hardware & software).
- Practical knowledge in **PEDS ERP System**.
- Ability to troubleshoot and maintain **printers**, scanners, and other IT peripherals.
- Good communication skills and ability to support hospital staff with technical problems.

Key Responsibilities:

- Provide **technical support** to hospital staff for smooth use of MedAxs HMS, PEDS ERP, and other systems.
- Install, configure, and maintain **computers, printers, networks**, and hospital IT equipment.
- Diagnose, troubleshoot, and resolve hardware, software, and network issues quickly.
- Monitor the proper functionality of hospital systems and ensure uninterrupted workflow.
- Collaborate with different departments to create a **smooth, supportive, and problem-free working environment**.
- Ensure data security, system backups, and proper documentation of IT activities.
- Work closely with vendors and system providers when technical issues arise.
- Support user training and orientation on hospital digital systems.

Additional Competencies:

- Strong problem-solving skills.
- Teamwork and good communication ability.
- High sense of responsibility, confidentiality, and professionalism

Vacancy Announcement – Ophthalmologist

Position: Ophthalmologist

Reports to: Head of the Medical Department / Head of Ophthalmology Unit

Qualifications:

- MD with a specialization in Ophthalmology.
- Valid medical license
- Minimum of 1 year of proven working experience as an Ophthalmologist in a private healthcare facility.

Required Skills & Experience:

- Proficient in comprehensive eye examinations, diagnosis, and treatment of ocular diseases.
- Hands-on experience with ophthalmic surgical procedures (e.g., cataract surgery, glaucoma surgery, refractive procedures).
- Proficiency in using advanced ophthalmic diagnostic and surgical equipment (e.g., slit lamps, OCT, phacoemulsification units).
- Strong patient management and consultation skills.
- Ability to work collaboratively in a multidisciplinary team.

Key Responsibilities:

- Perform thorough eye examinations and diagnose vision problems, eye diseases, and other ocular conditions.
- Develop and implement individualized treatment plans, including prescribing medications, glasses, contact lenses, or performing surgery.
- Perform ophthalmic surgical procedures with a high degree of skill and safety.
- Provide pre-operative and post-operative care to surgical patients.
- Maintain accurate, detailed, and confidential patient electronic medical records.
- Participate in departmental meetings, peer reviews, and continuous medical education programs.
- Uphold the highest standards of medical ethics and patient care as per hospital policy.

Additional Competencies:

- Excellent bedside manner and communication skills.
- Commitment to continuous professional development.
- High level of precision, patience, and professionalism.
- Ability to handle emergency ocular cases effectively.

Vacancy Announcement – Ophthalmology Nurse

Position: Ophthalmology Nurse

Reports to: Nursing Department Head

Qualifications:

- Bachelor's degree in Nursing or Diploma in Nursing from an accredited institution.
- Valid nursing license
- Minimum of 3 years of specific experience as a nurse in an Ophthalmology department or clinic.

Required Skills & Experience:

- In-depth knowledge of ophthalmic nursing care, procedures, and medications.
- Experience in assisting with ophthalmic surgeries and minor procedures in an outpatient or operating room setting.
- Skilled in performing preliminary diagnostic tests (e.g., visual acuity, tonometry, visual field screening, patient history).
- Proficiency in sterilizing and maintaining ophthalmic instruments.
- Ability to provide patient education on eye conditions, treatments, and post-operative care.

Key Responsibilities:

- Provide specialized nursing care to patients before, during, and after ophthalmic examinations and surgeries.
- Assist the ophthalmologist during clinical procedures and surgical operations.
- Administer ophthalmic medications as prescribed and instruct patients on proper usage.
- Ensure proper sterilization, preparation, and handling of ophthalmic tools and equipment.
- Offer clear and compassionate patient education regarding treatment plans, and post-operative instructions.
- Manage patient flow in the ophthalmology unit and ensure a clean, safe clinical environment.

Additional Competencies:

- Compassionate, patient-centered approach.
- Strong observational skills and attention to detail.
- Ability to work efficiently in a fast-paced clinical setting.
- Excellent teamwork and communication skills.

Vacancy Announcement – Biomedical Engineer

Position: Biomedical Engineer

Reports to: Head of Radiology, Head of Human Resources and Technical Services Manager

Qualifications:

- BSc Degree in Biomedical Engineering
- Minimum of 2 years of hands-on experience as a Biomedical Engineer in a private hospital or healthcare facility.

Required Skills & Experience:

- Proven experience in the installation, calibration, preventive maintenance, and repair of a wide range of medical equipment.
- Strong technical knowledge of diagnostic, therapeutic, and life-support equipment (e.g., ICU ventilators, anesthesia machines, patient monitors, diagnostic imaging devices is a plus).
- Understanding of hospital standards, electrical safety, and device regulations.
- Ability to read and interpret technical manuals, schematics, and drawings.
- Experience in managing equipment inventory and maintenance records.

Key Responsibilities:

- Perform scheduled preventive maintenance (PM) and corrective maintenance on medical equipment to ensure optimal functionality and safety.
- Diagnose, troubleshoot, and repair malfunctioning medical devices promptly to minimize clinical downtime.
- Calibrate medical equipment according to manufacturer specifications and regulatory standards.
- Maintain accurate and up-to-date records of all maintenance activities, equipment history, and inventory.
- Collaborate with clinical staff to provide training on the safe and proper use of equipment.
- Evaluate new medical equipment and provide technical input for procurement.
- Coordinate with external vendors and service providers for specialized repairs and maintenance contracts.
- Ensure all biomedical activities comply with hospital policies and national healthcare regulations.

Additional Competencies:

- Excellent analytical and problem-solving skills.
- Strong organizational skills and meticulous attention to detail.

- Proactive and able to work independently with minimal supervision.
- High level of integrity and commitment to patient safety.

Please submit your CV via email specifying the job title you are applying for at:

Email: info@ethioistanbulgeneralhospital.com and **HR:** birhanu07fikadu@gmail.com

Address: HR Department, Ground Floor, next to Ethio-Istanbul Hospital, near Bole Homes, A.A., ETHIOPIA

Application Deadline for all four positions is Saturday , December 13, 2025, at 5:00 PM (Local Time).

We appreciate your interest in joining our team and look forward to reviewing your application. Only shortlisted candidates will be contacted for an interview.