



JOB DESCRIPTION

Job Title: Dental Technologist
Job Family / Section: Dental / No section
Reports To: Chief Technologist
Subordinate Titles: Dental Technician, Dental Assistant Technician
Titles of other jobs reporting to same supervisor: Dental Technician Supervisor, Dental Technician, Dental Assistant Technician

Position Summary

Support the delivery of patient care by conducting the advanced level Dental laboratory procedures ensuring that established departmental policies and procedures, objectives, quality improvement program, safety environment and infection control and accreditation standards are maintained.

Principal Accountabilities

1. Performs routine procedures in fabrication and repairing advanced level fixed and removable Dental prosthesis and oral mechanical devises.
2. Assists the Chief Technologist by ensuring the smooth and efficient operation and work flow and design.
3. Records and maintenance.
4. Check and report on the level of materials and supplies in the Dental Laboratory.
5. Assists in care and maintenance of laboratory equipments.
6. Assists with instruction of other Technicians and Trainees, when directed.
7. Performs other job related duties within his/her ability as required and instructed.

Budget Dimensions

- *Finance:* -
- *Staff:* 4
- *Other:* -

Knowledge, Skills and Experience

- **Education:** **Minimum:** Minimum: Diploma in Dental Technology and Higher Diploma or Advanced training in one of the following area: Prosthodontics, Crown & Bridge, Orthodontics or Maxillofacial Technology
Preferred: Preferred: Bachelor's degree in Dental Technology
- **Experience:** **Minimum:** Minimum: 8 years work experience in a full-fledged Dental Laboratory
Preferred: Preferred: 8 years
- **Required Certification or Licensure or Registration:**
Registration or membership with any recognized Dental Council or Dental Association



JOB DESCRIPTION

- **Language Skills:** English Intermediate, Arabic Basic
- **Computer Skills:** Intermediate, Advanced
- **Key Competencies:**
 1. Collecting, analyzing and organizing information.
 2. Communicating ideas and information.
 3. Planning and organizing activities.
 4. Working with others and in teams.
 5. Using mathematical ideas and techniques.
 6. Solving problems.
 7. Using technology.
- **Problem Solving / Decision Making:**
 1. Identify problems and review information.
 2. Follow guidelines to arrange objects or action in certain order.
 3. Analyze ideas and use logic to determine their strength and weakness.
 4. Understand new information on materials by studying and working with them.
 5. Identify what must be changed to reach goals.
 6. Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
 7. Understanding written sentences and paragraphs in work related documents.
 8. Analyzing needs and product requirements to create a design.
 9. Generating or adapting equipment and technology to serve user needs.
 10. Determining the kind of tools and equipment needed to do a job.
 11. Understanding the implications of new information for both current and future problem solving and decision making.
 12. Using scientific rules and methods to solve the problems.

Core Behavioral

Patient and Customer Focus Interpreting HMCs Agenda Providing Excellent Service Developing Partnerships Delivering Results Teamwork Effective Communication Harnessing Technology

Leadership Behavioral

Key Relationship

Working relationship with all Dental staff



JOB DESCRIPTION

Associated Documents:

- Skills and Competency Checklist
- Departmental Organizational Charts
- Corporation vision, mission and values statement

AGREEMENT *(for Individual Job Description)*

I, the undersigned, hereby acknowledge that I have read my job description and understand its content. I agree to demonstrate the application of this job description in my day-to-day activities and in accordance with the Mission, Vision and Values of Hamad Medical Corporation.

Employee's NAME in block letters

Corporation Number

Signature Employee

Signature Date

Supervisors name in block letters

Signature Immediate Supervisor

Date