AUBURN
Human Resources

# Tech I, Diagnostic Imaging

Job Description

## JOB INFORMATION

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|---|---|
| Job Code | IC05A |
| Job Description Title | Tech I, Diagnostic Imaging |
| Pay Grade | HW07 |
| Range Minimum | $43,420 |
| 33rd % | $50,660 |
| Range Midpoint | $54,280 |
| 67th % | $57,900 |
| Range Maximum | $65,130 |
| Exemption Status | Non-Exempt |
| Organizational use restricted to the following divisions | 139 College of Veterinary Medicine |
| Approved Date: | 7/10/2025 2:20:38 PM |

## JOB FAMILY AND FUNCTION

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|---|---|
| Job Family: | Health & Wellness |
| Job Function: | Lab |

## JOB SUMMARY

The Diagnostic Imaging Technologist performs radiographic diagnostic imaging procedures on large and small animal patients from the Veterinary Teaching Hospital. Uses radiation safety measures and protection devices to comply with government regulations and to ensure safety of patients, staff, and students. Adheres to established policies and procedures and maintain open communication with departmental leadership and other staff regarding patient care delivery, technical operations, equipment utilization, regulatory compliance, and continuing education. Keeps radiographic exams rooms cleaned and well stocked. Performs any other duties as assigned or directed to ensure the smooth operation of the department.

## RESPONSIBILITIES

- Prepares large and small animal patients from the Veterinary Teaching Hospital for radiological procedure by reducing anxieties; positioning patient; moving equipment into specified position; adjusting equipment controls to set exposure factors.
- Protects patients and staff by employing beam restrictive devices, patient shielding, and knowledge of exposure factors, adhering to infection-control policies and protocols.
- Instructs Veterinary students in the principles, performance and application of Veterinary Radiology and Radiation Safety Procedures.
- Works with technologists and support staff to coordinate patient flow by monitoring hospital information and scheduling systems.
- Keeps radiographic rooms cleaned, supplies ready by checking stock; anticipating needs; placing and expediting orders; verifying receipt; stocking items.
- Performs routine back-up, transfer, archive, and retrieval of imaging studies and maintains all necessary records and reports in a correct, timely, and efficient manner as well as creates and evaluate soft copy and hard copy production as needed.
- Participates in research projects involving Radiology.
- Adheres to established policies and procedures and maintains open communication with departmental leadership and other staff regarding patient care delivery, technical operations, equipment utilization, regulatory compliance, and continuing education.
- May monitor and perform required quality control on all imaging instrumentation, survey meters, calibrators, and other devices to ensure appropriate functionality and coordination of required service.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor.

Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

## SUPERVISORY RESPONSIBILITIES

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|---|---|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |

## MINIMUM QUALIFICATIONS

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.**

## MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|---|---|---|---|---|---|
| Associate's Degree | With coursework in Radiologic Technology | and | 0 years of | Experience in performing diagnostic and invasive procedures. | |

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

| | |
|---|---|
| Must be able to use standard diagnostic radiography equipment, fluoroscopic equipment, portable radiographic equipment, compute | |

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/ Desired | |
|---|---|---|---|---|
| ARRT - American Registry of Radiologic Technologists | | within 90 Days | Required | And |

## PHYSICAL DEMANDS & WORKING CONDITIONS

| | |
|---|---|
| Physical Demands Category: | Other |

## PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|---|---|---|---|---|---|---|
| Standing | | | | X | | |
| Walking | | | | X | | |
| Sitting | | | X | | | |
| Lifting | | | | | X | 50 Lbs |
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | | X | | |
| Reaching | | | | X | | |
| Talking | | | | | X | |
| Hearing | | | | | X | |
| Repetitive Motions | | | | | X | |
| Eye/Hand/Foot Coordination | | | | | X | |

## WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|---|---|---|---|---|---|
| Extreme cold | | | | X | |
| Extreme heat | | | | X | |
| Humidity | | | | X | |
| Wet | | | | X | |
| Noise | | | | X | |
| Hazards | | | | X | |
| Temperature Change | | | | X | |
| Atmospheric Conditions | | | | X | |
| Vibration | | | | X | |

| **Vision Requirements:** |
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| Ability to see information in print and/or electronically. |