



Hawaii Health Systems Corporation—Maui Region

**Kula**  
HOSPITAL  
100 Keokea Highway  
Kula, HI 96790

**Maui Memorial**  
MEDICAL CENTER  
221 Mahalani Street  
Wailuku, HI 96793

**Lanai**  
COMMUNITY HOSPITAL  
P.O. Box 630650  
Lanai City, HI 96763

**VACANCY ANNOUNCEMENT**  
**ANTICIPATED VACANCY**

**DATE POSTED:** 4/7/10  
**JOB TITLE:** IMAGING SPECIALIST II (ECHOCARDIOGRAPHY)  
**RECRUITMENT NO.:** MMMC 0972  
**LOCATION:** MAUI MEMORIAL MEDICAL CENTER, WAILUKU, MAUI  
**SALARY RANGE:** \$5,633 (SR-22) PER MONTH  
(MONTHLY RATE INCLUDES SHORTAGE DIFFERENTIAL)

**DUTIES:** The Imaging Specialist II (Echo Specialist) is responsible for independently performing a variety of diagnostic procedures including Echocardiogram, Dobutamine, Stress-testing, and trans-esophageal echocardiograms using ultrasonic equipment to obtain diagnostic data for physician review and evaluation. In addition, this position is also responsible to receive and provide cross training into related modalities and may be assigned to perform assignments in related imaging modalities for which they are qualified and competent. The position may work on rotating shifts, with work on weekends and holidays and may require standby and call back duty. Vacancies may be permanent, temporary, full-time or part-time.

**MINIMUM QUALIFICATION REQUIREMENTS:**

**Education:** Successful completion of an accredited program in echocardiography or equivalent.

**Specialized Experience:** One (1) year of work experience as a staff Echo Tech/Diagnostic Cardiac Sonographer performing diagnostic cardiac examinations in a clinical or hospital environment. Must be able to demonstrate knowledge of cardiac ultrasound equipment, ultrasound physics, medical terminology and department protocols. The incumbent interacts with patients of all ages, the majority of interactions will involve the adult population. Therefore, the employee must be competent in the interpretation of a patient's self report or behavior and this information must be interpreted with an understanding of the cognitive, physical, emotional and chronological maturation process. The treatment should be individualized and should reflect an understanding of the developmental needs and range of treatment needs for each patient.

**Advanced Certification:** A current American Registry of Diagnostic Medical Sonographers (ARDMS) as a Registered Diagnostic Cardiac Sonographer (RDCS). BLS is required within six months of employment. ACLS is required within 12 months of employment.

**PERSONS WITH DISABILITIES MAY CONTACT THE EMPLOYMENT OFFICER, MAUI  
MEMORIAL MEDICAL CENTER AT (808) 242-2251 TO DISCUSS SPECIAL NEEDS IN  
APPLYING.**

## **IMAGING SPECIALIST II – ECHOCARDIOGRAPHY (CONTINUED)**

### **Substitutions Allowed:**

1. Successful completion of an accredited program in Radiologic Technology with a certificate or associate degree and 1 year of echocardiography experience may substitute for the **Education Requirement**.

**Non-Qualifying Experience:** Experience in diagnostic imaging will not be accepted as qualifying specialized experience.

**QUALITY OF EXPERIENCE:** Possession of the required amount of experience will not in itself be accepted as proof of qualification for the position. Overall paid or unpaid experience must have been of such scope and responsibility as to conclusively demonstrate that you have the ability to perform the duties of this position. Provide a detailed description of your duties and responsibilities. If you worked on a part-time basis, indicate the average number of hours worked per week. Please note that experience will be based on a 40-hour workweek.

**Note:** We will not postpone the recruitment process because of your failure to provide accurate and complete information concerning your qualifications.

**MERIT OR CIVIL SERVICE SYSTEM:** You must meet the minimum qualification requirements, including education, experience, other public employment requirements for State Civil Service employment, and HHSC Standards of Fitness. Only those applicants that are scheduled for an interview with the hiring manager will be contacted. Applications will be kept active for six (6) months.

**CITIZENSHIP AND RESIDENCE REQUIREMENT:** Applicants must be eligible to work in the U.S. and at the time of appointment intend to reside in the State of Hawaii during the course of employment with the Hawaii Health Systems Corporation.

**VETERAN'S PREFERENCE:** If you are claiming Veteran's Preference, you must submit a copy of your DD214 and/or other substantiating documents specifying the periods of your service.

**PHYSICAL/MENTAL REQUIREMENTS:** Applicants must be able to physically and mentally perform efficiently the duties of the position. Qualified applicants with disabilities who can perform the essential functions of the advertised position are encouraged to apply. The Hawaii Health Systems Corporation is committed to making reasonable accommodations on a case-by-case basis. Applicants seeking reasonable accommodation should be ready to discuss the accommodation sought so that a determination can be made that such accommodation is reasonable and would not cause the employer undue hardship.

**PHYSICAL EXAMINATION REQUIREMENT:** Offers of employment will be conditioned on the results of a complete physical examination, which includes a drug screening. For certain job categories, applicants may be referred to a HHSC-designated physician, rather than the applicant's personal physician of choice. The cost for all physical examinations, except the cost for the drug screening, shall be borne by the applicant and not the Hawaii Health Systems Corporation. The Hawaii Health Systems Corporation shall bear the cost of the drug screening.

**CRIMINAL/BACKGROUND, CREDENTIALING CHECKS:** Applicable checks will be conducted. If a job offer is made or employment is begun prior to completion of all applicable checks, any offer of employment or continued employment is contingent upon satisfactory return of all required checks.

**HOW TO APPLY:** Applications are available at the **Maui Memorial Medical Center;** Human Resources Office, 285 Mahalani St. Apt #22 Wailuku, HI 96793. **Mailing Address:** 221 Mahalani St. Wailuku, HI 96793. You can call (808) 242-2251, e-mail: [mmmcjobs@hhsc.org](mailto:mmmcjobs@hhsc.org) or visit our website at [www.hhsc.org](http://www.hhsc.org). Application hours are: M-F 7:45 a.m. to 4:30 p.m., excluding holidays at which time applicants are able to complete an application and have their application reviewed by the facility Human Resources Office. Only applicants that have been through a Human Resources (HR) applicant screening process will be considered for an interview with a hiring manager. Applications for announcements with a deadline date must be filed no later than the last day to file applications. Applications for announcements with "Continuous Recruitment Until Needs are Met" will be accepted as long as there are vacancies. Inactive/filled announcements will be taken off the HHSC website.

**STEPS TO AN ADMINISTRATIVE REVIEW:** If you do not agree with a decision made by the Employment Office as to your non-qualification or non-selection for a position, you may complete a Request for Administrative Review form (available on the HHSC website) or you may submit a written request within twenty (20) days from the date of your sent notice to the Regional Chief Executive Officer/Designee. Your letter requesting the Administrative Review must include 1. The job title(s) and recruitment number(s). 2. The specific reason(s) you are requesting the review noting if there is a statute or rule violation, and 3. Any additional information you want to submit to substantiate your request. **If you do not submit your request within the twenty (20) days deadline, no Administrative Review will be conducted.** Since the Administrative Review is a prerequisite to subsequent steps, failure to utilize this process will make you ineligible for subsequent appeals. The administrative review, formal complaint and/or appeals hearing will not necessarily postpone the recruitment process and/or rescind a selection.

If you do not agree with the Administrative Review, you may file a Formal Complaint and then, if you are still not satisfied, you can appeal to the HHSC Merit Appeals Board.