

MULTI – PURPOSE EXECUTIVE

- Minimal history taking on admission.
- Dealing with emergencies and assisting the Medical officer.
- Giving Medication and injections.
- Maintaining register and record of patients during their stay in the centre basically during detoxification process and looking after various pathological tests like Blood pressure, Diabetes and various other tests.
- Supervising and monitoring the functioning of ward boys and sweepers.

- Assisting the nurses to the detoxification units
- Attending patients and looking after their personal hygiene.
- Escorting the patients to pathological labs and hospitals for regular checkup and treatment.
- Conducting physical exercises for the residents.
- Cleaning of various units like kitchen & toilets.
- To maintain minimum record of the rounds.