**MRI Technologist Standard Job Description**

**Classification Title:** MRI Technologist

**FLSA Exemption Status:**Non-Exempt

**Pay Grade:** 13

**Job Description Summary:**

The MRI technologist specializes in magnetic resonance imaging scanners. Optimizes MRI acquisition parameters and ensures the quality of images, data acquisition, and archival of processed images. Assists personnel in implement strategies to set up need-based protocols to acquire quality images.

**Essential Duties and Responsibilities:**

**40% Imaging Technical Support Services**

* Provides imaging technical support services by performing MRI scans.
* Schedules MRI scans and processes invoices.
* Creates and updates imaging protocols and performs quality checks on data produced.
* Ensures compliance with study protocols, standard operating procedures, and local and federal requirements.
* Trains research personnel in specialized procedures and theoretical concepts.
* Ensures quality control of imaging equipment.
* Performs routine maintenance of scanner and accessories.

**20% Data Management and Analysis**

* Performs data compilation, reconstruction and formatting, and data transfer to archiving systems.
* Coordinates the transfer of imaging data.
* Reviews research scans for incidental findings.

**10% Quality Assurance and Compliance**

* Screens participants for MR-safety and conducts MRI exams according to study protocols.
* Performs periodic quality control scans and interfaces with support services to troubleshoot and coordinate any needed repairs and maintenance.
* Maintains a log of scanner time used by individual investigators.

**10% Training and Coordination**

* Trains select lab personnel in the use of the MRI scanner.
* Coordinates the study schedule.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* High School diploma or equivalent combination of education and experience.

**Required Experience:**

* None

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Additional Information:**

**Machines and Equipment:**

* MRI Scanner and Control Terminal
* Computer
* Telephone

**Physical Requirements:**

* Ability to lift moderate weight objects.

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**