



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands
1178 Hinemlu' St. Garapan, Saipan, MP 96950



HUMAN RESOURCES

Amendment to Salary

EXAMINATION ANNOUNCEMENT NO. 25-013

POSITION: **TELEMETRY TECHNICIAN**

OPENING DATE: **02/01/2026**

CLOSING DATE: **Continuous**

SALARY: **\$20,860.32 per annum**

LOCATION: Nursing Services, Commonwealth Health Center
Commonwealth Healthcare Corporation, Saipan

NATURE OF WORK:

Under the direction of the Nurse Unit Manager, the Telemetry Technician performs duties in the Medical/Surgical Unit and is responsible for the continuous monitoring, interpretation, communication and documentation of cardiac rhythms and rhythm components. The Telemetry Technician is responsible for all telemetry-related equipment and supplies including technical troubleshooting. The Telemetry Technician Is also expected to participate on nursing, hospital activities, to attend all mandated annual review programs, and to attend in-service and continuing education activities. The Telemetry Technician reports to the Charge Nurse issues with the telemetry device as identified or reported by the Telemetry Monitor Trainee.

DUTIES:

- Assists nursing staff with patient skin preparation and correct lead placement as necessary.
- Explain testing procedures to patients to obtain cooperation and reduce anxiety.
- Identifies patient's EKG rhythm and labels. Interprets and documents EKG rhythm strips each shift.
- Reports immediately all changes in baseline EKG rhythm to the primary nurse assigned to the patient and secures a strip for documentation.
- Notifies nursing staff when leads are off patient or of incorrect lead placement.
- Monitors and reviews patient information to determine baseline cardiac rhythm and prior variances
- Focuses attention to the telemetry station uninterrupted, without performing other administrative duties; ensures the telemetry station is constantly monitored by endorsing to other nursing staff if leaving station.
- Maintains a safe, clean and organized environment in the telemetry station for the unit.
- Reports malfunctioning of telemetry station to Biomed personnel for assessment and repair.
- Protects patient confidentiality and sensitive data at all times.
- Practices and applies universal precautions, isolation procedures, and physical precautions per Infection Control program. participates in staff meeting and in-services.
- Maintains effective and positive working relationships with other staff.
- Works with the Telemetry Monitor Trainee to enhance their knowledge and skills on interpreting EKG rhythm.
- Serves as preceptor to Telemetry Monitor Trainee in enhancing their knowledge and skills on interpreting EKG rhythm as needed.
- Completes annual competency evaluation for Telemetry Technicians with Continuing Education Nurse Coordinator.

- Performs other related duties as assigned.

QUALIFICATION REQUIREMENTS:

Education: High School Diploma, General Education Development (GED) or Advanced Development Institute (ADI). Some college credit courses or training in healthcare or nursing program with cardiac arrhythmia course is preferred.

Experience: Minimum six (6) months of work experience as certified Telemetry Technician is preferred, with some data entry experience.

Licenses/ Certification:

- Must be certified as a Telemetry Technician through training from a technical program or hospital-based program,
- Must possess Basic Life Support (BLS) Certificate from American Heart Association (AHA).

KNOWLEDGE, SKILL & ABILITY:

Proficient computer skills with working knowledge of medical terminology. Effective written and verbal communication skills.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health and drug screening in accordance with CHCC policy.

OTHERS:

Regular operating hours of the Commonwealth Healthcare Corporation are Monday to Friday from 7:30am to 4:30pm, however hospital hours are 24 hours per day, 7 days per week. This position is a Full-Time employment status and requires at least 40 hours per week. The assigned work schedule is subject to change with or without notice based on the Corporation's business requirement and/or by the demands of the employee's job. This position is **"Non-Exempt"**, or is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law. This position is paid on a biweekly basis. CHCC adheres to all applicable deductions such as CNMI tax, federal tax, Medicare and Social Security.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1178 Hinemlu' St. Garapan, Saipan, MP, 96950

Office Hours: Monday through Friday, 7:30am to 4:30pm, **CLOSED** on weekends and holidays.

Employment Application Forms are available at the hospital facility's Main Cashier Office or online at www.chcc.health.

E-mail: apply@chcc.health

Trunk Line: (670) 234-8951 ext. 3583/3443/3556

Fax Line: (670) 233-8756

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Note: Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job related medical condition or disability, or any legal protected status.