



温州肯恩大学
WENZHOU-KEAN UNIVERSITY

岗位说明书——校医

所属部门：后勤与资产管理部

汇报机制：高级主管

岗位职责：

1. 提供常见病的诊疗和普通外伤的简单处理；
2. 必要时陪同教职员工就医；
3. 做好传染病的防控工作；
4. 提供健康咨询，各项活动医疗保障；
5. 参与值夜班，和卫生行政工作；
6. 领导交办的其它工作。

必备条件：

1. 具有内科或全科执业医师资格；
2. 具有硕士及以上学历，或本科学历且有主治医师及以上职称；
3. 身体健康，敬岗爱业，良好的沟通能力，具备团队合作能力；
4. 一定的英语听说读写能力。

优先条件：

1. 有海外留学、相关工作背景者优先考虑。



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Job Description - Doctor

Department: Logistics and Assets Management

Report to: Senior Coordinator

Responsibilities:

1. Diagnose and treat common medical illnesses and injuries.
2. Assist faculty and staff to go to hospital as required.
3. Control and prevent various infectious diseases.
4. Provide health and counseling services daily or for other events.
5. Take the night shift, and healthcare administration.
6. Perform other duties as required.

Required Qualification:

1. Physician or general practitioner.
2. Master's degree or higher, majored in clinical medicine, or Bachelor with doctor related intermediate or higher professional title.
3. Healthy, committed, good communication and teamwork skills.
4. Basic English skills.

Preferred Qualification:

1. With overseas education background and relevant working experience enjoys priority.