

CBM India Trust

Position Profile

CBM India Trust is committed to improving the quality of life of people with disabilities and members of other marginalized communities. We work in partnership with local, national, and international actors with the aim of creating a more equal society for all. Our vision is to have an inclusive world in which all persons with disabilities enjoy their human rights and achieve their full potential.

Position: Vision Technician

Location: Tiruvallur, Tamil Nadu

Reporting to: Project Coordinator

Objective:

To ensure the smooth functioning of Vision Centers by providing quality primary eye care services, patient screening, counselling, outreach support, documentation, and timely referrals while improving access to vision care services in the community.

Responsibilities:

- Register patients and maintain accurate medical records.
- Conduct eye screenings at the Vision Center, community outreach programs, and through house-to-house visits.
- Manage payments and receipts for outreach programs, including registration fees and spectacle costs, while maintaining accurate financial records.
- Assist in prescribing and dispensing spectacles.
- Refer patients requiring surgery or specialized treatment to appropriate healthcare facilities or specialists.
- Conduct post-operative follow-ups and provide patient support and counselling.
- Maintain proper documentation, reports, and records related to Vision Center activities.
- Participate in outreach activities and community eye health awareness programs in areas surrounding the Vision Center.
- Conduct school eye screening programs and identify children requiring further care.
- Provide first-line management and immediate support for eye emergencies.
- Assist in organizing and conducting outreach eye camps.
- Carry out additional responsibilities and tasks assigned by the management.

Professional profile and requirements

- Diploma in Optometry or Bachelor's degree in Optometry (B.Optom) from a recognized institution
- Freshers / Entry-Level Optician / Ophthalmic Assistant

Skills

- Ability to operate basic eye screening equipment
- Willingness to work with communities for inclusive eye health programs
- Understanding of the needs of persons with disabilities
- Basic computer skills, including MS Office (Word, Excel, PowerPoint)
- Strong interpersonal and communication skills
- Good reporting, documentation, and record-keeping skills
- Ability to manage day-to-day administrative and operational tasks at a Vision Center
- Flexible and adaptable approach to work demands
- Willingness to learn, grow, and adapt to new systems and practices

Other requirements

- The future job holder is expected to adhere to CBM India's policies and procedures, commit to CBM India's Child Safeguarding Policy and Code of Conduct, and follow CBM India's safety & security protocols.

CBM India encourages persons with disabilities and women to explore this important opportunity. Share your profiles to jobs@cbmindia.org by May 31st, 2026.