

ST. JAMES'S HOSPITAL

<u>Job Title:</u>	Clinical Engineering Technician
<u>Grade:</u>	Basic
<u>Area Of Assignment:</u>	Department of Medical Physics & Bioengineering
<u>Reporting Relationship:</u>	Head of Department
<u>Salary Scale:</u>	€ 31,148 - € 40,954
<u>Closing Date:</u>	Sunday 7 th June 2020
<u>Ref:</u>	50541/20

MEDICAL PHYSICS & BIOENGINEERING DEPARTMENT

The Medical Physics and Bioengineering (MPBE) Department plays an integral role in supporting clinical services through its excellent scientific, technical and educational expertise in Medical Physics and Clinical Engineering. The department also has a strong education and research ethos evident in its links with TCD and its contribution towards postgraduate courses and clinical research.

REQUIREMENTS

1. Candidates must, on the latest date for receipt of completed application forms, hold the following minimum qualifications:

Technicians Diploma in Applied Physics, Instrumentation, Mechanical Engineering, Electronics, Telecommunications/Electronics or a cognate discipline.

or

Electronics Servicing (Course 224), City & Guilds of London Institute parts I,II and III

or

Telecommunications Technicians Certificate, City & Guilds of London Institute (Course 271) parts I,II and III

or

An equivalent qualification

MAIN ROLE, DUTIES AND RESPONSIBILITIES

1. The holder of the post will be a member of the Department of Medical Physics and Bioengineering and report within the Management Structure adopted by the Department to the Chief Clinical Engineering Technician. He/She will also liaise and

work as required with other staff and grades within and outside the Department and may be assigned to duties within any of the institutions to which the Department provides a service.

2. Within the framework outlined above, the holder of the post will undertake duties as required from the following list:
 - a) Provide the Department's administration with such records of their work as are deemed to be necessary, within the framework of the Department's quality management system.
 - b) Contribute as required to the development of the Department's policies and services, through participation in the work of the appropriate departmental teams or working groups.
 - c) Provide maintenance service for electromedical, imaging, optical and/or other equipment in respect of its functional, electronic, optical, electrical and mechanical aspects to a standard of safety, accuracy, and reliability consistent with its functions and with professional standards.
 - d) Assist with the co-ordination and implementation of the preventive/scheduled maintenance and safety assessment of new equipment and services.
 - e) Contribute as appropriate to the selection, specification, acceptance testing, commissioning and safety assessment of new equipment and services.
 - f) Support nursing, medical, and other allied health personnel in the implementation of patient care involving technology.
 - g) Participate in continuing education/development and develop specialist fields of interest as required,.
 - h) Participate, as required, in education, training and research programmes.
 - i) Perform any such other duties as may be assigned to him/her.
 - j) Carry out duties in any of the areas/facilities to which the department provides services.

PARTICULARS OF OFFICE

1. The appointment is **Full-time, Permanent, and Pensionable**
2. Annual Leave allowance is **25** days per annum.
3. The person appointed must not give less than **one month's notice**, in writing, of intention to resign.
4. Weekly working hours will be **37** hours per week.

5. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8.00am - 8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement.

GENERAL

1. The Hospital Board will not be responsible for the loss or theft of personal belongings.
2. Fire orders must be observed and staff must complete fire training every 2 years
3. All accidents within the department must be reported immediately.
4. In accordance with the "Safety, Health and Welfare at Work Act 2005", all staff must comply with all safety regulations.
5. St James's Hospital is a Tobacco Free Campus. The use of Tobacco or Electronic Cigarettes is not permitted within the Hospital Buildings or on the grounds.

PROFICIENCY IN THE ENGLISH LANGUAGE

A level of proficiency in the English language is a requirement of all roles within St. James's Hospital. Proficiency in spoken English is assessed during the interview process.

HEALTH

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

INFECTION CONTROL AND HYGIENE

It is the responsibility of all staff across the hospital to ensure that infection control and hygiene standards are adhered to and maintained at all times.

CONFIDENTIALITY

In the course of your employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

ENQUIRIES

Dr Geraldine O' Reilly, Chief Physicist, Medical Physics and Bioengineering Department;
Phone: 01 428 4661; Email: goreilly@stjames.ie

APPLICATIONS

The Application Form is available under **Allied Health & Social Care** section of Careers webpage. Alternatively, please contact the Human Resources Directorate for an application form, Phone: 01 4162559 or Email: humanresources@stjames.ie

Please note closing date **Sunday 7th June 2020** for receipt of completed application forms. C.V.s will not be accepted.

A panel may be formed from which future vacancies will be filled

St. James' Hospital is an Equal Opportunities Employer