



National Maternity Hospital  
*Founded in 1894*



## **PERSON SPECIFICATION**

**&**

## **JOB DESCRIPTION**

**Senior Clinical Engineering Technician**

**NATIONAL MATERNITY HOSPITAL**  
**DELIVERING THE FUTURE**

**NATIONAL MATERNITY HOSPITAL**

**VALUES, MISSION AND VISION STATEMENTS**

**THE HOSPITAL**

The National Maternity Hospital on Dublin's Holles Street was established in 1894 and celebrated its centenary in 1994. Employing approximately 820 people, it is the largest maternity hospital in the State as measured by annual deliveries and also one of Europe's largest maternity hospitals. The hospital provides obstetric, gynaecology and neonatal services. The original focus of the service was the poor people of the districts surrounding Holles Street, Dublin however continuous change and growth from humble beginnings means that today, one in every eight Irish citizens began life behind its walls.

The National Maternity Hospital has approximately 9,000 deliveries each year. We are recognised as a national referral centre for complicated pregnancies, premature babies and sick infants. The hospital also has approximately 17,000 Gynaecology out patient attendances annually.

The National Maternity Hospital has built up a reputation for undergraduate and postgraduate training and holds international courses on the Active Management of Labour each year. The hospital also trains midwives and runs an annual Higher Diploma course in Neonatal Studies in conjunction with the two other Dublin maternity hospitals and the College of Surgeons.

**MISSION STATEMENT**

Our mission is to be the driving force in the improvement of maternity, neonatal and gynaecology services. We aim to promote high performance through corporate and clinical governance to achieve best outcomes for everyone who avails of our services.

**VISION**

We aim to deliver a first-class, high quality, patient-focused service by providing safe and effective care by skilled professionals, delivered in a cost effective manner.

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**VALUES**

To care with compassion and professionalism putting people first; to promote excellence and equity, quality and accountability.

We strive to build a work environment where each person is valued, respected and has an opportunity for personal and professional growth.

The National Maternity Hospital is committed to promoting health research and education for the well-being of women, babies, staff and the community.

*“Delivering the future”*

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**BENEFITS THAT EXIST IN THE NATIONAL MATERNITY HOSPITAL**

- Subsidised canteen and coffee shop.
  
- Facilities from salary
  - VHI Group Scheme.
  - Trade Union Deduction.
  - Health Service Credit Union.
  - Permanent Trustee Savings Bank.
  
- Superannuation
  - Supplementary Pension deductions (Added Voluntary Contributions) with:
    - Irish Life,
    - Cornmarket,
    - Hibernian Life,
    - New Ireland.
  
- Staff Health Promotion/Health Screening.
  
- Employee Assistance Programme.
  
- Annual Tax Saver Commuter Tickets.
  
- Flexible working options.
  
- City centre location within short walking distance of all modes of public transport.

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**PERSON SPECIFICATION**

**JOB TITLE: SENIOR CLINICAL ENGINEERING TECHNICIAN**

**GRADE: Senior Clinical Engineering Technician**

**DEPARTMENT: Clinical Engineering, Facilities Engineering Department**

**REPORT TO: Chief Clinical Engineering Technician**

<b>FACTOR</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications</b>	<p>Candidates must: Hold as a minimum a recognized qualification at National Framework of Qualifications (NFQ), Level 7 or higher, in <b>one</b> of the following engineering disciplines;</p> <ul style="list-style-type: none"> <li>• Electronic</li> <li>• Electrical</li> <li>• Instrument Physics</li> <li>• Industrial Instrumentation</li> <li>• Applied Physics</li> <li>• Mechanical</li> <li>• Mechtronic</li> <li>• Biomedical Engineering</li> </ul> <p><b>or</b> Hold a recognised qualification at least equivalent to one of the above</p>	A degree / master's degree or equivalent in Clinical Engineering, Engineering or Science
<b>Experience Length/Type</b>	4 years relevant experience in a suitable environment	
<b>Knowledge &amp; Understanding</b>	<ul style="list-style-type: none"> <li>• In-depth, demonstrable, clinical and technical knowledge of hospital medical devices</li> <li>• Knowledge of PPM planning processes</li> <li>• Knowledge of Health &amp; Safety Legislation, contract law, procurement legislation, project management, planning and developing legislation and environmental legislation</li> <li>• Must possess caring and empathetic qualities and demonstrate these attributes in the course of employment.</li> </ul>	

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<b>Skills/Abilities</b>	<ul style="list-style-type: none"><li>• Possess strong interpersonal, management and communication skills</li><li>• Be innovative, have a proven level of competence</li><li>• Good communication</li><li>• Advanced computing skills</li><li>• Ability to self motivate, work in a team or individually</li><li>• Excellent time management skills</li></ul>	
<b>Caring attributes</b>	Must possess caring and empathetic qualities and demonstrate these attributes in the course of their employment.	

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**JOB DESCRIPTION**

**JOB TITLE: SENIOR CLINICAL ENGINEERING TECHNICIAN**

**GRADE: Senior Clinical Engineering Technician**

**DEPARTMENT: Clinical Engineering, Facilities Engineering Department**

**REPORT TO: Chief Clinical Engineering Technician**

**Responsibilities & Accountabilities** (in no particular order of priority)

The holder of the post will undertake duties as required from the following list:

1. Contribute to the Department's administration functions and systems.
2. Contribute as required to the development of the hospitals policies and services, as required, through the participation in the work of, and contributing to the management of the appropriate operational teams and groups.
3. Provide maintenance services for electromedical devices 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 function and with professional standards and Manufacturers Recommendations.
4. Assist with the co-ordination and implementation of the preventative maintenance schedule and safety programmes.
5. Maintain department risk register in line with Hospital Policy.
6. Manage site risks relating to Clinical Engineering in line with Hospital Policy.
7. Management of HPRA & HSE or equivalent safety notices pertaining to medical devices.
8. Liaise with suppliers for the purposes of ordering & maintaining appropriate parts & consumables stock inventory.
9. Assist with the on-going management of the internal asset register.

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10. Support the nursing, medical and technical staff in the implementation of patient care involving technology.
11. Advise on the selection, specification, acceptance testing, commissioning and safety of new equipment and services.
12. Advise where required, on new technical installations.
13. Develop as required specialist fields of interest within the fields of Clinical Engineering.
14. Participate, as required, in education, training and research programmes.
15. Management of Contractor Performance as it relates to clinical engineering.
16. Participate in 24 hours on-call service.
17. To be professionally responsible for all aspects of the post.
18. To keep abreast of the understanding and knowledge of all new developments in the field of Clinical Engineering.
19. The holder of the post will be encouraged to obtain Professional Engineering Registration Status.
20. To ensure that all records are properly and accurately maintained.
21. To participate in the maintenance of proper stock levels of material supplies and consumables required for the performance of the work of the department.
22. To co-operate fully with ensuring compliance with Health and Safety requirements and regulations.
23. Work with Infection Control, Quality & Decontamination Departments to ensure the highest levels of compliance with national & international guidelines & legislation, with respect to the use & application of medical device practice.
24. The post holder will be required to carry a Bleep or other mobile communications device for normal and on-call duties.



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25. Any other duties deemed appropriate to the post. Please note that the duties of this post may change over time.
26. Liaise with end users, IT Dept, NMH and national MN-CMS teams and CERNER to manage device integration, troubleshoot connectivity issues and setup new devices.
27. Provide Support to The National Neonatal Transport Program

**FLEXIBILITY:**

This post requires a high level of flexibility to ensure the delivery of an effective and efficient service. Therefore the post holder will be required to demonstrate flexibility on occasion as and when required by their manager.

**DIGNITY AND WELFARE OF PATIENTS:**

As a health care provider all staff are expected to behave towards patients in a caring, professional and responsible manner. In line with the national/hospital Trust in Care policy it is the duty and responsibility of all employees of the National Maternity Hospital, including this post holder, to report any concerns for the safety and welfare of patients to their line manager or head of department.

**DIGNITY AT WORK:**

All members of staff at the National Maternity Hospital have a right to be treated with dignity and respect and to work in a safe environment which is free from all forms of bullying, sexual harassment and harassment. Thus all staff of the National Maternity Hospital, including this post holder, have a responsibility to help maintain such a working environment. All employees must comply with the national/hospital Dignity at Work policy and ensure that their behaviour does not cause offence to fellow workers or any person with whom they come into contact during the course of their work.

**CONFIDENTIALITY:**

In the course of his / her employment, the person appointed may have access to or hear information concerning the medical or personal affairs of patients or staff or other health service business. Such records or information are strictly confidential and unless acting on instructions of an authorised officer on no account must information be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a

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manner that unauthorised persons can obtain access to them and must be kept in safe custody/destroyed in accordance with policy when no longer required.

**DRESS CODE / UNIFORM:**

Attire and personal appearance must, at all times, conform to a standard the Hospital considers appropriate. Staff attached to certain departments may be required to wear a uniform or other protective clothing. Where applicable any such requirements as detailed by the immediate supervisor must be adhered to at all times.

**HYGIENE:**

Being a health institution hygiene plays a central role in maintaining a clean and healthy environment for our patients, visitors and staff. All employees of the National Maternity Hospital must always be mindful of their responsibility to maintain a high standard of hygiene including personal hygiene and as part of their role within the hospital.

**HEALTH AND SAFETY:**

The Hospital is committed to providing a healthy and safe working environment for all staff. Each staff member has a legal obligation to carry out his/her duties in a safe and responsible manner in line with the Hospital policy as set out in the Hospital's safety statement, which is available in each department and on the hospital's intranet site and must be read and understood by all staff.

**HEALTHCARE ASSOCIATED INFECTIONS (HCAIs):**

In order to reduce the risk of HCAIs, compliance with Infection Prevention and Control policies and the attendance at infection control training, are essential for all staff members. It is paramount that each staff member practice good hand hygiene techniques. Staff members have a responsibility to report any obstacles to maintaining high standards of Infection Control and hand hygiene to their line manager or Infection Control Team

**QUALITY:**

To ensure the provision of the highest possible quality of service to our patients, all employees at the National Maternity Hospital have a responsibility to ensure adherence to and participation in internal and external quality control and assurance programmes on an ongoing basis.

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**Note: This job description is an outline of current broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. As the role develops in the Hospital this job description may be reviewed in light of possible new structures and/or changing needs of the Hospital.**

**TERMS AND CONDITIONS**

**TENURE:**

This is a Permanent contract of employment.

**REMUNERATION:**

Remuneration is in accordance with salary scales approved by the Department of Health / Health Service Executive. The salary scale for this post currently ranges from €43,725 to €62696 per annum (Clinical Engineering Technician Senior salary scale as of 01/10/2021). Assimilation onto the scale is based on relevant work experience. Payment is made on a monthly basis by credit transfer.

**HOURS:**

37 hours per week, exclusive of unpaid rest breaks.

**ANNUAL LEAVE:**

222 working hours per annum.

**SUPERANNUATION:**

Membership of a superannuation (pension) scheme is compulsory. Superannuation contributions at the appropriate rate (approximately 6.5% of basic salary) will be payable in accordance with the provisions of the determined superannuation scheme. Further information will be issued upon appointment to the role.

**RETIREMENT AGE:**

Retirement age will be determined by the superannuation scheme a new employee is aligned to. Further information will be issued upon appointment to the role.

**HEALTH:**

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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.

**GARDA VETTING:**

The National Maternity Hospital is committed to providing the highest standard of care for our patients together with providing a working environment which recognises and values the right that each staff member and each patient to be treated with dignity and respect.

Satisfactory Garda (Police) vetting is therefore a condition of employment for this position. It is expected, **in advance of taking up this post** with the National Maternity Hospital, that you will have fully disclosed all information pertaining to any convictions recorded against you in the Republic of Ireland or elsewhere, or a statement of all convictions and/or prosecutions, successful or not, pending or complete, in the State or elsewhere as the case may be. Failure to do so will result in instant dismissal.