

Medical Engineering Entry Level Technologist

Candidate Pack



Job Summary

This summary has been generated using AI to provide a clear and accessible overview of the role. It is intended to support candidates who may find the full job description harder to read. Our goal is to make the application process more accessible and inclusive for everyone.

- You will help check, fix and look after medical equipment used in hospitals and clinics.
- You will make sure the equipment is safe to use and works properly. You will keep records of the work you do and help order parts when needed.
- You may work in different places and sometimes help other team members.
- You will follow safety rules and wear protective gear when needed.
- You will also go on training to learn new skills and keep up to date with changes in technology.

Job Description

Job title:	Medical Engineering Entry Level Technologist
Grade:	4
Site:	The Royal Shrewsbury Hospital
Accountable to:	Medical Engineering Manager
DBS required:	Standard

Main Duties

- To carry out Medical Equipment commissioning, calibration, safety checks, repairs, maintenance, adaptation to manufacturer's specifications and ultimately safe disposal.
- To ensure that Medical Equipment is commissioned in line with Trust's Policy and MHRA guidelines. Subsequently that it is integrated into a Medical Device equipment management system. Thus to ensure that it is functionally checked, calibrated and safety tested according to standards.
- To certify that all necessary calibration tasks are performed regularly on equipment so that it can be used safely, correctly and ensuring patient safety and accuracy in use.
- Requisitioning of stock and materials for stores, receipt of goods, etc, including sourcing, cost coding and pricing.
- To adhere to the Department's Quality Assurance Manuals/Procedures.
- To ensure the operational safety, functional use of equipment and compliance with the appropriate safety standards and regulations.
- Work will be allocated by a team leader however there will be times when autonomous and self-management will be required to achieve goals.

- Attend such training and updating courses as appropriate and to keep abreast of new technology for continual professional development (CPD).
- To undertake administrative duties associated with the technical work, such as updating of appropriate records, which are all legally binding documents.
- To complete Service Records of all the items in use and be responsible for the data entry into an electronic database.
- To be accountable and personally responsible for all actions taken and carried out, along with information given out.
- Promote the services provided by the MES to further increase income generation.
- When appropriate to support qualified technologists in technical duties either within the workshop or onsite across the hospital or other external locations
- Due to the nature of the work, and the purpose for which the equipment is to be used, it is essential for the post holder to follow and participate in the Dept/Trust's Health and Safety Policies as well as COSHH procedures for maintaining safe, clean, and methodically laid out work.
- To undertake any other duties that might arise as the service develops and are commensurate with the position.

Systems and Equipment

- Networked multi-terminal computerised equipment management system.
- Normal Office equipment.
- Departmental specialised and dedicated test equipment, including specific servicing aids and tools, i.e., Lathes, Milling machines, Callipers, Digital Multi-meters, electronic analysers and Temperature recorders. This equipment is used to a high degree of accuracy.

Decisions, Judgements, and Freedom to Act

- To be supervised by senior staff however day-to-day prioritisation of work, including scheduled and emergency tasks particularly when away from base.
- To fill in initial invoices for labour and spares fitted for external income generating contracts.
- Responsibility to notify more senior staff with issues surrounding the departmental quality systems and promote a positive team performance

Communications and Relationships

- Verbally to staff of all levels both within and outside of department and reporting to location, area or site managers when carrying out instructed duties

Physical, Mental and Emotional Demands of the post

- Will involve assembly moving and delivery of occasional heavy items.
- Working in all Clinical areas are required and on occasions visiting critical care areas such as Theatres and ITU, distressing circumstances may be encountered particularly with patient connected equipment and encountering relatives.
- Due to commissioning requirements, there may be times when there are high levels of repetitive tasks to ensure the devices are in an acceptable condition when leaving the department.
- Interruptions are expected, you must be able to prioritise workload and requirements of the Ward/Department
- There is a need to work to a high degree of precision with delicate and sensitive equipment.
- Often lifting requirement when commissioning or servicing of heavier equipment >15Kgs.

Working Conditions

- Within workshops carrying out Light Industrial tasks. Although equipment prior to servicing is subject to decontamination protocol this may not always be achieved.
- Light engineering workshop environment and Office areas, Ward areas, Clinics, Theatres.
- Frequent visiting to other contracted service Hospitals or Healthcare establishments.
- Requirement to work in areas where there is exposure to hazardous substances (body fluids, anaesthetic agents, and mercury) and may work on equipment with potentially lethal electrical hazards.
- A COSHH system operates within the department area due to service aid chemicals.
- Although equipment prior to servicing is subject to decontamination protocol this may not always be achieved, so body fluids may be encountered.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • ONC/BTEC/A Levels in appropriate subjects (science or engineering based) • Or • Equivalent work experience or qualification to diploma level with addition of • short courses 	<ul style="list-style-type: none"> • Certificated training courses/competencies for maintenance of Medical Equipment.
Experience	<ul style="list-style-type: none"> • Experience of working within an engineering/maintenance environment • Experience of working within a support service environment 	<ul style="list-style-type: none"> • Experience of working within a Medical Maintenance/calibration environment • Previous work with Engineers or Technicians
Knowledge and skills	<ul style="list-style-type: none"> • • Use of computers • Technical abilities • Use of basic tools and test equipment • Assembly, moving and collecting of • Equipment 	<ul style="list-style-type: none"> • ECDL Computing • Microsoft Office programmes for data entry
Other	<ul style="list-style-type: none"> • Work within a team environment and quality system • Resilience when demand exceeds supply • Tact , diplomacy and discretion when dealing with clinical Staff, patients and relatives 	<ul style="list-style-type: none"> • Flexibility of working times • Own vehicle

	<ul style="list-style-type: none"> • Good self discipline & attitude to work • Customer service • Ability to work autonomously • Self motivated to provide a level of service to customer expectations • Drive to succeed and develop engineering skills • Full drivers licence • Out of hours service as required 	
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General conditions

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

Health and safety

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and
- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

Infection prevention and control (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

Information governance

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the

Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.

Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.

Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

Professional standards and performance review

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

Safeguarding children and vulnerable adults

We all have a personal and a professional responsibility within the Trust to identify and report abuse. This may be known, suspected, witnessed or have raised concerns. Early recognition is vital to ensuring the patient is safeguarded; other people (children and vulnerable adults) may be at risk. The Trust's procedures must be implemented, working in partnership with the relevant authorities. The Sharing of Information no matter how small is of prime importance in safeguarding children, young people and vulnerable adults.

- As an employee of the Trust you have a responsibility to ensure that:
 - you are familiar with and adhere to the Trust's Safeguarding Children procedures and guidelines.
 - you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role.

Social responsibility

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

Continuous improvement

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH

continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

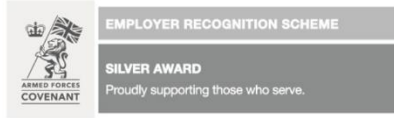
Equal opportunities and diversity

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.



Proud to have signed
The Pregnancy
Loss Pledge

