

Chargehand EBME - Technical Lead

Department:	Health and Community Services	
Section:	Estates and Hard Facilities	
Reports to:	Electrical Manager	
JE Ref:	HCS1341	
Grade:	TECH10	JE Date: 06/12/2024

Job purpose

Assist the Electrical Manager in Managing the Electrical Team in the compliance, maintenance and repair of all Electrical and Bio-Medical Engineering (EBME) equipment across the HCS campus. To ensure compliance with industry safety standards and procedures across the Health & Community Services (HCS) building portfolio.
Support and deputise when required for the Electrical Manager.

Job specific outcomes

Plan and organise the day-to-day work schedules for the team within the electrical section ensuring the Health and Community Services specialised Bio-Medical equipment is maintained to the current regulatory standards.

The role-holders primary responsibility is to ensure that the Electro Medical Equipment in use within the General Hospital are maintained and the equipment operates safely, consistently, and efficiently, enabling the users to provide a safe service, by the optimum use of the environment, services, and equipment at their disposal.

The role-holder is responsible for the day-to-day support to the Electrical Engineering Manager, duties will include the running of the new EBME workshops to feed into the new Medical Device library service. To include the maintenance of a range of medical devices and will include the provision of electrical safety testing, routine service/ calibration, device repair, including commissioning, repair, maintenance and disposal for Health and Community Services. Although the vacancy is primarily based at the General Hospital, the post holder may be required to visit and work at other sites to meet the needs.

Carrying out the duties of a Multi-Skilled Electrical Technician at those times when the role-holder is not dealing with supervisory, administrative or planning duties. To be accountable to the Electrical Engineering Manager and to deputise during periods when unavailable.

Adherence to Hospital Technical Memorandums and relevant statutory and non-statutory legislation.

To undertake recognised certificated training as and where appropriate to ensure compliance and knowledge set is progressing in line with modern new technologies both in equipment, building infrastructure and Bio-Medical Engineering.

To be a pro-active team leader and coordinator, disseminating knowledge and information and to identify and fulfil training requirements of staff and to be included in the management team during recruitment and selection of new staff.

The post involves working with other healthcare professionals, often in clinical areas and therefore excellent communication skills will be required to interact with medical, nursing, junior to senior management and technical staff. Aswell as external contracted medical service providers and Technical liaisons.

Source and negotiate best price for new equipment and spares with specialist suppliers in line with current financial directions. Whilst not being the budget holder the post holder is responsible for ordering goods, spares and services to a value in excess of £100,000 per annum and be involved in the department's budget, planning, process and cost analysis of alternative methods of carrying out work.

Assist/support the Head of operational resilience in the controlled release of capital replacement funds ensuring a steady stream timely replacements are forecast and acted upon in the correct timeframe, liaising with department leads and suppliers.

Take an active role in the Medical Device Safety Group to assist in procurement evaluation of new Medical Equipment. Ensure field safety correction notices are fulfilled and completed where relevant to the Electrical Department.

Liaise directly with the Asset Manager and Operations Manager to ensure Medical Devices maintenance schedules are up to date and external service provisions are in place.

Be the Lead in advancing new technologies for Asset tracking systems to enhance uptime, availability of live location tracking of key Medical devices across the campus.

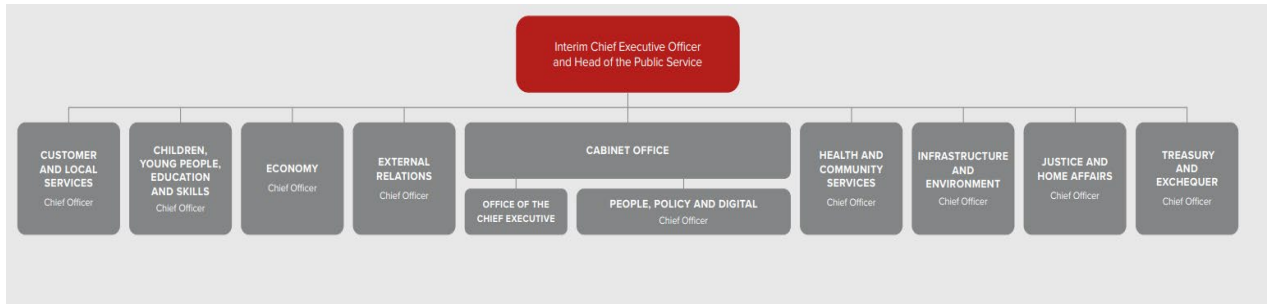
The role-holder is also required to cover an out of hours on-call roster in relation to breakdowns. Perform any reasonable duties as requested.

Statutory responsibilities

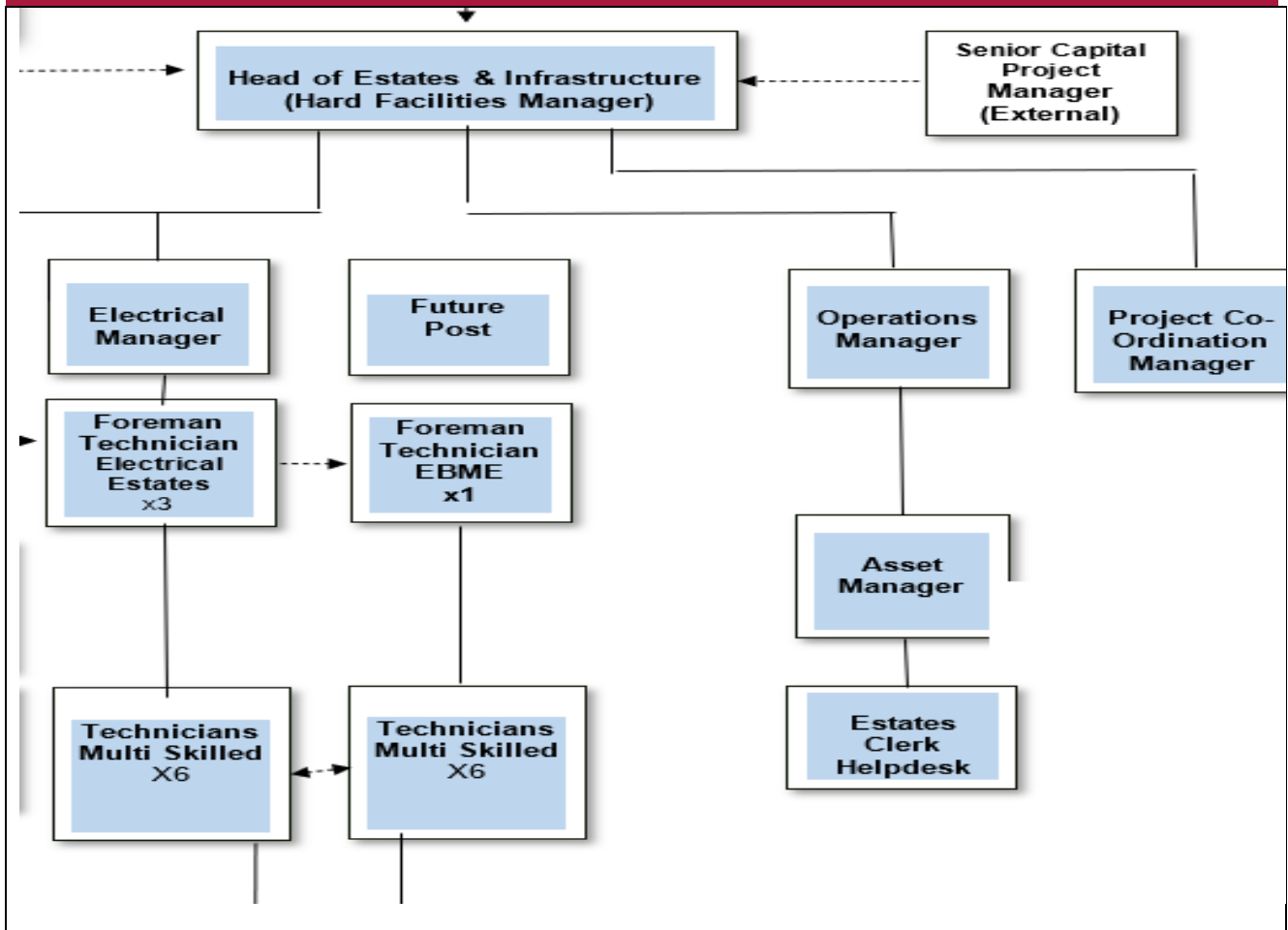
Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

To include but not limited to Electricity at Work Jersey Law 1983, The Health and Safety at Work Jersey Law 1989, Electricity at Work Regulations 1989, The Management of Health and Safety at Work Regulations 1999 and Provision and Use of Work Equipment Regulations 1998.

Organisational structure



Organisation chart



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Degree level (or equivalent) in relevant engineering discipline. HNC in Electrical Engineering Membership of a relevant professional body. (e.g. IHEEM, CIOB, RIBA, IEE, ImechE, CIBSE)</p> <p>Hold certification in Bio-Medical equipment maintenance practices.</p> <p>Be at the current edition of the Institution of Engineering & Technology (IET) Wiring Regulations (currently 18th Edition) or update if necessary.</p>	
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Fully apply judgement in relation to the inspection, certifying and signing off of work, to determine that it complies with all requirements.</p>	

	<p>Be able to provide appropriate guidance to less qualified personnel, including apprentices. Where required, be able to fully understand and apply instructions and directions provided by more senior colleagues. Be able to work collaboratively with others and as a team member. Adhere to all safety and governance procedures.</p>	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>The role-holder is required to work on electrical circuits. They will be competent to work on such assets and must, at all times, follow the guidance provided by the organisation's electrical safety rules. However, there is always an inherent danger associated with working on or close to electrical circuits.</p> <p>Strong analytical skills to help diagnose, repair and maintain Medical and Non-Medical equipment.</p> <p>The role-holder is required to complete risk assessments before commencing any work. To be able to communicate in a technical manner. Hold a valid driving licence.</p>	

	<p>Have a high level of manual dexterity required to operate tools including sensitive test and diagnostic equipment.</p>	
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Strong written and verbal communication skills to interact with others, including Medical Clinicians, other Engineers and patients along with PC and IT literacy skills are essential. The ability to work alone with minimum supervision and be responsible for your own decision-making is required. The role-holder is not a formal line manager, but is expected, when working with a less experienced colleague/an apprentice, to supervise that person. Otherwise, the role-holder will be looking for guidance from a charge hand or the role-holder's line manager.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>An individual recruited to the role would be expected to have excellent knowledge in the field of work Electrical Bio-Medical Equipment Maintenance Practices, gained from on-the-job and certificated training. The role holder would have completed a number of</p>	

	years within a Healthcare Role and be familiar with the suite of Healthcare Technical Memorandums.	
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Personal Attributes

Delete as appropriate:

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 4 core accountabilities attributes and behaviour indicators.