

Position Profile | Te Whakatūrangā ō Mahi Te Whatu Ora | Health New Zealand

Te Whatu Ora
Health New Zealand

Title	Technician, Clinical Engineering, Health Technology Operations		
Reports To	Team Leader, Clinical Engineering, Health Technology Operations (Health Technology Management)		
Location	Region:- Central region District:- Capital, Coast and Hutt Valley		
Business Group	Procurement, Supply Chain and Health Technology Management		
People	Direct Reports: Nil	Indirect Reports: Nil	
Budget	Opex: Nil	Capex: Nil	
Delegated Authority	HR: Nil	Finance: Nil	
Job Band	PSA MECA Step 1-7 \$77,087 - \$107,600 Apex Step TBC	Tier	7/8
About the Role	<p>A Clinical Engineering Technician, also known as a Biomedical Equipment Technician (BMET) or Medical Equipment Technician, is a professional responsible for the maintenance, repair, calibration, and safety testing of medical equipment used in healthcare settings. Their primary role is to ensure that medical devices and equipment are functioning properly and safely, in order to support healthcare providers in delivering high-quality patient care.</p> <p>The primary purpose of the role is to:</p> <ul style="list-style-type: none"> • Support, verify and maintain all health technology (i.e. medical equipment/systems) throughout its life cycle to a level of performance and safety determined by NZ regulations and international standards. • Apply knowledge of mathematics, science, engineering fundamentals and an engineering specialisation to wide practical procedures and practices. • Provide sound clinical engineering guidance and advice to clinical and non-clinical staff. 		
Organisational Impact	The primary organisational impact of the position is ensuring the right equipment is available at the right time and place to perform medical investigations and interventions in a timely manner to deliver to Te Whatu Ora vision and objectives to meet the requirements of our patients.		

Key Result Areas	Expected Outcomes (Role specific)
Health Technology Management Equipment Operations Support	<ul style="list-style-type: none"> • Equipment Life-cycle planning and management: Action equipment management and support plans for clinical equipment. • Onboard New Medical or Clinical Equipment: Install commission and accept clinical equipment and systems (including configuration and interfaces). • Equipment Maintenance and Repair: Perform routine performance verifications, inspections, maintenance and repair on a wide range of medical equipment, such as patient monitors, infusion pumps, defibrillators, imaging systems (X-ray, MRI, CT), anesthesia machines, ventilators, and more. This involves troubleshooting technical issues, diagnosing malfunctions, and replacing faulty components.

	<ul style="list-style-type: none"> • Calibration and Testing: Calibrate medical equipment to ensure accuracy and adherence to manufacturer specifications. Perform functional and safety testing on equipment to ensure it meets regulatory standards and performs as intended. • Preventive Maintenance: Develop and execute preventive maintenance schedules for various medical devices. This involves creating maintenance plans, conducting routine checks, and documenting maintenance activities to prevent unexpected equipment failures. • Decommissioning and Disposal: Decommission unserviceable equipment and dispose of equipment in a responsible and sustainable manner. • Documentation: Maintain detailed records of equipment maintenance, repairs, calibrations, and inspections. Keep track of service histories, parts replaced, and any modifications made to the equipment. Also capture and maintain all asset performance measures • Inventory Management: Keep track of equipment inventory, including tracking equipment location, usage, and availability. Help with procurement processes by providing input on equipment selection and purchase decisions. • Collaboration: Work closely with medical staff, nurses, physicians, and other healthcare professionals to understand equipment needs, troubleshoot issues, and provide technical support. • Emergency Response: Be prepared to respond to urgent equipment issues that can impact patient care. Swiftly diagnose problems and perform necessary repairs to minimize downtime. Provide an after hour on-call service (where applicable). • Training: Provide basic training to healthcare personnel on the proper usage, handling, and basic troubleshooting of medical equipment. This helps ensure the safe and effective use of equipment by clinical staff • Regulatory Compliance: Stay updated on relevant healthcare regulations, standards (such as Medsafe and MBIE acts and regulations and relevant local and international standards), and safety requirements to ensure that medical equipment is in compliance. • Continuous Learning: Keep technical skills and training up to date and relevant • Technology Advancement: Evaluate and review new equipment. • Safety: Ensure that all repaired and maintained equipment meets safety standards to protect both patients and medical staff and meet local legislative requirements. Ensure all medical device recalls and product corrections are managed and implemented. • Technology Advancement: Evaluate and review new equipment.
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Key Result Areas	Expected Outcomes
Te Tiriti o Waitangi	<ul style="list-style-type: none"> • Demonstrate a basic understanding of the significance of and obligations under Te Tiriti o Waitangi, including how to apply Te Tiriti principles in a meaningful way in your role
Equity	<ul style="list-style-type: none"> • Willingness to personally take a stand for equity • Supports Māori-led and Pacific-led responses
Environmental Sustainability	<ul style="list-style-type: none"> • Support national policies and guidelines that support reduced carbon emissions in accordance with Te Whatu Ora's environmental sustainability policy. • Demonstrates an awareness of the importance of environmental sustainability and climate resilience.
Culture and People Leadership	<ul style="list-style-type: none"> • Actively participate in developing themselves and the team so Te Whatu Ora has enough of the right skills for the future, supporting diversity of Māori, Pacific, people with disabilities and others. • Actively participate and maintain People & Culture strategies and processes that support an environment where employee experience, development and performance management drive achievement of the organisation's strategic and business goals

	<ul style="list-style-type: none"> Actively participate within the Business Unit culture in line with expectations outlined in Te Mauri o Rongo (the Health Charter, once developed), ensuring unification of diverse teams whilst simultaneously supporting local cultures to be retained & strengthened
Innovation & Improvement	<ul style="list-style-type: none"> Be open to new ideas and create a culture where individuals at all levels bring their ideas on how to 'do it better' to the table Model an agile approach – tries new approaches, learns quickly, adapts fast Develops and maintains appropriate external networks to support current knowledge of leading practices
Health & Safety	<ul style="list-style-type: none"> Exercises due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives within the Business Unit Taking all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes Promotes continual improvement in health and wellbeing to create a healthy and safe culture
Collaboration and Relationship Management	<ul style="list-style-type: none"> Models good team player behaviour, working with colleagues to not allow silo thinking and behaviour at decision making level to get in the way of doing our best and collegially supports others to do the same Work with peers in Te Aka Whai Ora Māori Health Authority and Pacific Health Business Unit to ensure the voice of and direct aspirations of Māori and Pacific People are reflected in planning and delivery of services
Compliance and Risk	<ul style="list-style-type: none"> Takes responsibility to ensure appropriate risk reporting and mitigation activities are in place Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware

Key Relationships

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| <ol style="list-style-type: none"> Regulatory Bodies <ul style="list-style-type: none"> MOH:- Medsafe MOH – Office of Radiation Safety MBIE – Worksafe and Energy Safety Equipment Suppliers and Distributors Pharmac and MBIE Within HTM <ul style="list-style-type: none"> HTM Strategy, Investment and Policy HTM Modernisation and Assessment HTM Planning & Administration HTM Deployment & Delivery HTM Operations Within Procurement, Supply Chain and HTM <ul style="list-style-type: none"> Procurement ICT Commercial Supply Chain Clinical Product Management Strategy and Engagement Systems, Data and Business Improvement | <ol style="list-style-type: none"> External to Procurement, Supply Chain and HTM <ul style="list-style-type: none"> Infrastructure and Investment Data and Digital People and Culture Finance Hospital & Specialist Services National Clinical Networks Regional Clinical Services Networks Commissioning Regions and District Management and Leadership Service Improvement & Innovation Clinical Leadership Clinical staff Support Services |
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Essential Requirements	
Experience	<ul style="list-style-type: none"> • Entry level roles- No technical experienced required • Desired:- Experience in maintaining and supporting electrical devices • Highly Desired:- Relevant experience in medical equipment maintenance and repairs
Knowledge, Skills, and Attributes	<ul style="list-style-type: none"> • Excellent problem-solving abilities and the capacity to work well under pressure. • Effective communication skills to interact with medical staff, vendors, and other stakeholders. • Attention to detail and a commitment to upholding patient safety and regulatory standards. • Ability to learn quickly, adapt to new technologies, and stay updated on industry trends. • A professional team player attitude • Self Managed (Honest, Integrity, Reliable and punctual) • Dynamic self-starter, who is outcome/solution focussed • English language proficiency • Basic computer Literacy <p>Desired:</p> <ul style="list-style-type: none"> • Strong technical skills and understanding of medical equipment principles, electronics, and mechanical systems. • Proficiency in using diagnostic tools, testing equipment, and specialized software.
Education	<ul style="list-style-type: none"> • Relevant tertiary engineering qualification NZQA level 5/6 or equivalent level of practical experience. • Desired is Clinical Engineering, Biomedical Engineering or Medical Physics qualification (or relevant field) at Diploma or Degree level or equivalent level of practical experience relevant to the scope of the role.
Registrations and Certificates	<ul style="list-style-type: none"> • Must achieve a pass in the EWRB practical assessment and written examination within 12 months and must achieve registration within 24 months of start date. • Current Full Driver's license <p>Desired:</p> <ul style="list-style-type: none"> • Registered as an Electrical Appliance Serviceperson or Electrical Service Technician (or higher) with the Electrical Workers Registration Board. • Resigistred as a Chartered Member (Engineering Technician) with Engineering New Zealand.

Selection criteria	
<i>(Critical knowledge, skills, and attributes, including specific cultural and/or language requirements)</i>	<p>Essential:</p> <ul style="list-style-type: none"> • Excellent problem-solving abilities and the capacity to work well under pressure. • Effective communication skills to interact with medical staff, vendors, and other stakeholders. • Attention to detail and a commitment to upholding patient safety and regulatory standards. • Ability to learn quickly, adapt to new technologies, and stay updated on industry trends. • A professional team player attitude • Dynamic self-starter, who is outcome/solution focussed • Current Driver's license (Full)

<i>Essential qualifications, certifications and/or professional registrations required</i>	<ul style="list-style-type: none">• Relevant tertiary engineering qualification NZQA level 5/6 or equivalent level of practical experience.• Registered as an Electrical Appliance Serviceperson or higher class with the Electrical Workers Registration Board (Must achieve a pass in the EWRB practical assessment and written examination within 12 months and must achieve registration within 24 months of start date).
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