

Biomedical Equipment Technician Tufts University

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Downloaded On: May. 9, 2024 2:51pm

Posted Mar. 4, 2024, set to expire Dec. 31, 2024

Job Title	Biomedical Equipment Technician
Department	Foster Hospital for Small Animals (FHSA)
Institution	Tufts University Medford, Massachusetts
Date Posted	Mar. 4, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Research/Technical/Laboratory Agriculture/Animal Care
Job Website	https://jobs.tufts.edu/jobs/20228?lang=en-us&iis=Job+Board&iisn=AcademicKeys
Apply By Email	
Job Description	

Overview

The Foster Hospital for Small Animals (FHSA) provides high-quality veterinary care to approximately 37,000 inpatient, outpatient, and critical/emergent small animal cases per year. The Hospital for Large Animals (HLA) provides cutting-edge diagnostic and therapeutic options to large animal patients, which include horses, alpacas, goats, and pigs. Both hospitals provide compassionate care that nurtures the human-animal bond, exceptional customer service, and a positive learning environment for Tufts veterinary students

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What You'll Do

The Biomedical Equipment Coordinator (BEC) is responsible for the coordination of maintenance and repair of all biomedical equipment used at FHSA & HLA, as well as tracking and purchasing support. This position excludes major items such as the MRI unit, fluoroscopy, CT, Xray equipment, surgery cameras, and the LINAC.

As a Biomedical Equipment Coordinator you will be responsible for:

Inventory tracking and preventative maintenance:

- Inventory all equipment. (e.g., endoscopes, ultrasounds, multiparameter vital monitors, anesthesia machines, mechanical ventilators, IV infusion pumps, bedside lab equipment, large animal slings/lifts, surgical lasers, dental equipment, etc.)
 - Maintain records of serial numbers, storage location, vendor information, warranty status, and necessary preventative maintenance. Maintain records of repair and disposal costs for use in budget projections and calculating ROI.
- Coordinate manufacturer recommended preventative maintenance to ensure proper operation and longevity of all equipment.
 - Schedule preventive maintenance with vendor equipment technicians if not serviceable in-house.
- Ensure that quality control procedures are performed on time and that reference values are within limits.

Troubleshooting of malfunctioning or broken equipment:

- Respond to calls for coordination and troubleshooting equipment as needed to prevent procedural delays in replacement or repair.
- Timely ticketing system data entering for equipment malfunctions for status and tracking. Maintain logs of all equipment failures and corrective actions performed.
- Arrange and track shipment of equipment to vendors for repairs if the problem cannot be fixed on site.
- Timely problem and issue communications with Assets Manager and Facilities Services to identify repairs of large equipment such as hoists, forklifts, and refrigeration units.

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Training and teaching:

- Perform informal coaching on equipment use during troubleshooting calls to ensure all staff and clinicians know how to use and troubleshoot equipment in the future
- Work collaboratively with the Hospital Technician Development Coordinator to provide or support training of technicians as required.

Research and purchase new equipment:

- Provide communication and support/identification of equipment issues to Assets Manager for review and next steps.
- Coordinate with vendors to generate quotes and estimates for sections and departments looking to purchase equipment.
- Submit paperwork using established protocols as directed to track and set up new equipment.
 - Interface with Central Supply to procure and maintain adequate supplies without overstocking. Order supplies and consumables according to established protocols if items cannot be purchased and/or stocked through Central Supply.
- Maintain relationships with equipment manufacturers and distributors to evaluate new products for possible implementation in our hospital.

Miscellaneous:

- Other additional duties may be assigned based on the skill set of the successful candidate and the needs of the department.

What We're Looking For

Basic Requirements:

Education:

- 3+ years of experience working with biomedical equipment and or biomedical equipment coordination and purchasing support either in a clinical or technical role.
- Associate degree or equivalent experience in a relevant field.

Minimal Skills:

- Familiarity with Microsoft Office and basic computer/internet use.
- Excellent organizational, intrapersonal, communication, and time-management skills.

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- Ability to work with frequent interruptions.
- Ability to effectively work as a member of a diverse team of clinical and administrative professionals.
- Exceptional attention to detail.
- Ability to lift up to 50 lbs. with or without accommodation

Pay Range

Minimum \$26.40, Midpoint \$31.40, Maximum \$36.40

Salary is based on related experience, expertise, and internal equity; generally, new hires can expect pay between the minimum and midpoint of the range.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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