

## Biomedical Equipment Technician Tufts University

Direct Link: <https://www.AcademicKeys.com/r?job=232244>

Downloaded On: May. 8, 2024 9:53pm

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

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

### 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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