



## Royal Hospital for Neuro-disability Job Description

<b>Job title:</b>	Estates Senior Maintenance Technician (Mechanical)
<b>Department:</b>	Estates & Capital Department
<b>Salary grade:</b>	£52,871 including on call, £43,441 basic salary
<b>Responsible to:</b>	Head of Estates and Capital Development.
<b>Reporting to:</b>	Maintenance Manager
<b>Behavioural Framework:</b>	Leadership Level 3

The RHN is a leading national centre of excellence, providing adult person-centred services that span the entire care pathway from post-acute rehabilitation services to end of life care, for people with complex Neuro-disability and their families, underpinned by a strong research and education programme.

### Main Objectives of the role

- Reporting to the Maintenance Manager in ensuring the RHN Estate is maintained in accordance with industry best practice, to the appropriate quality and standards expected within a healthcare establishment.
- To act upon instruction from the Maintenance Supervisor.
- To maintain a high quality environment for both clinical and non-clinical staff, patients and visitors.
- Undertake reactive and planned maintenance tasks as required within given priorities & time frames as generated from the estates CAFM system and in accordance with relevant statutory, trade bodies and manufacturers requirements.
- Provide technical advice to other estates staff and contractors to ensure compliance with health and safety standards and procedure.
- Execute and lead on a range of controlled operations e.g. isolations, interruptions of Mechanical equipment and supplies.
- Undertakes surveys or audits and new equipment acceptance as required and assist line manager with procedures including maintenance programmes for new equipment and regulatory changes.
- To support the project management team on building refurbishments and new M&E infrastructure works.
- To attain Authorised Persons (A/P) appointments for Medical Gas and Competent Persons C/P Water Safety
- Participation in the RHN Estates On-Call Rota.
- To undertake any other duties which is deemed appropriate to the position when requested by Senior Staff.

## Main Duties and Responsibilities.

To carry out with minimum supervision, planned preventive maintenance, fault finding, repairs and minor installation works on all facilities, plant and equipment throughout the RHN Estate. Working on the full range Estates services equipment, the Estates Senior Mechanical Technician will undertake activities which require analysis to resolve technical issues on multifaceted equipment/situations many of which have a direct impact on patient safety and the built environment.

Responsible for calibration and fault finding on a wide range of engineering plant and equipment including but not limited to air handling units, medical gas systems, heating and domestic hot & cold water systems, nurse call systems, fire detection, bms controls, standby generator plant, re-frigeration plant and other mechanical plant & equipment.

Undertake minor condition surveys, evaluating inspection reports and maintenance repairs, improvement and minor capital work across the estate as directed by management, ensuring compliance with Statutory Regulations, HTM / HBNs, and RHN safety standards and procedures.

## Person Specification: Essential and Desirable

Factor	Essential Criteria	Desirable Criteria	Evidence obtained from
Qualifications Experience	<ul style="list-style-type: none"> <li>City &amp; Guilds Mechanical Level 3 NVQ or Equivalent</li> </ul>	ONC / HNC Electrical or Mechanical Engineering or equivalent qualification	Certificates produced at Interview
Training	<ul style="list-style-type: none"> <li>Completion of recognised and registered CITB or EITB apprenticeship or Equivalent</li> </ul>	Med Gas A/P Other A/P C/P Certification	Certificates produced at interview
Experience	<ul style="list-style-type: none"> <li>Previous experience working in a hospital or similar environment</li> <li><i>At least 2 years in a similar role</i></li> <li>Working on new and old installations, control systems, plant and equipment breakdowns, fault finding, rectifications and planned preventative maintenance (PPM) on a wide range of technical &amp; mechanical plant and equipment found in a typical engineering or healthcare environment.</li> </ul>	Working within an acute hospital environment	Interview

Special Knowledge	<ul style="list-style-type: none"> <li>• Good communication skills.</li> <li>• Ability to work independently and without supervision.</li> <li>• Adaptable to change.</li> <li>• Knowledge of various Health and Safety legislation as applicable to core trade, ensuring the wellbeing of staff, patients and visitors.</li> <li>• Judgement is required regarding a range of facts and situations that require analysis where there is more than a straightforward choice of options regarding required Knowledge of and ability to carry out minor works of other trades work after attending training.</li> </ul>	<p>Understanding of statutory compliance and best practice ACOPS  Knowledge of HTMS , HBNs</p>	Interview and references
Behaviours	<ul style="list-style-type: none"> <li>• Flexible approach</li> <li>• Able to work as part of a team and co-ordinate work with other trades.</li> <li>• Understands and demonstrates the importance of effective communication with department heads.</li> <li>• Professional approach.</li> <li>• Able to prioritise own workload.</li> </ul>		Interview & References
Practical Skills	<ul style="list-style-type: none"> <li>• Able to work safely at heights.</li> <li>• Able to work within confined spaces (subject to suitable training).</li> <li>• Able to satisfy the physical demands of the job.</li> <li>• Able to understand and comply with the requirements of RHNS H&amp;S policies (subject to suitable training).</li> </ul>		Interview & References
Other Requirements	<ul style="list-style-type: none"> <li>• Neat and tidy appearance</li> <li>• To attend and fully participate in training provided by the Trust.</li> <li>• Flexibility in role.</li> <li>• To supply own general tools (all power and specialist tools are supplied by RHN).</li> <li>• Good timekeeping and attendance record</li> </ul>		Interview & References

## Leadership Behavioural Framework: Level 3

### Working Collaboratively for RHN

Working Collaboratively for the RHN is about working together to deliver the best possible service for patients, carers and key stakeholders. It is about demonstrating our values particularly in finding ability in disability, delivering excellence through personal responsibility, being pioneering and sharing knowledge, ensuring clarity and compassion, respect and constancy.

- I work and model productive relationships both internally and externally to deliver services and determine the future direction of RHN.
- I ensure and inspire a shared understanding of the vision and direction of the RHN.
- I am aware of my own working style and recognise that it may need to be adjusted when working with others.
- I listen to what others have to say and am open to new ideas including those that may challenge my own assumptions and expectations.
- I understand and control my own behaviour and emotional responses to situations. Accepting constructive feedback and considering issues from others' perspectives.

### Achieving our Potential

Achieving our Potential is about giving staff and volunteers the time, support and opportunities to develop both themselves and their roles. It is about being able to develop our skills and knowledge and being able to take the time to reflect on successes and set-backs. It is about demonstrating a commitment to continuous professional and personal development and a flexible approach to working.

- I understand the wider context in which we all work and seek to develop, unleash skills and take risks for myself and others to take RHN forward
- Understands the major challenges facing the wider health sector and is constantly looking "up and out"- horizon scanning
- Is aware of the range of skills, knowledge and experience that exist within all of our people
- Understands the strategic objectives of the RHN and ensures we have a developed workforce to enable future performance to be delivered
- Provides challenges and opportunities for all people to realise their potential
- Prepared to take calculated risks for organisational benefit

### Preparing for the Future

Preparing for the Future is about being aware of what is over the horizon, anticipating opportunities and having the vision to look forward. It is about taking the time to reflect on current activities and challenging the status quo. It will involve accepting the need for change and developing a culture of continuous learning and improvement.

- I will establish a culture of creative engagement that encourages collaboration and participation in a wider vision for the future
- I will fuse the ideas of others with my own to create a shared vision
- I will encourage relationships and partnerships
- Will collect information from a number of sources in order to shape strategy and deliver change
- Will encourage a culture of continuous personal & professional development
- Look beyond your own area and look at wider development opportunities

### Leading by Example

Leading by Example is about acting as a role model and setting an example that motivates and inspires others. It involves providing a clear direction that recognises and utilises the strengths of our people.

- I am able to inspire others within all areas of the organisation by my presence and personal leadership
- I promote the RHN's vision and values in an inspiring way, both internally and externally, and ensure my behaviour is in accordance with them.

- I behave in a manner which is consistent with acting as a role model to others.
- I demonstrate the courage to take difficult decisions.
- I model decisive behaviour and take sensible risks in the interest of the RHN.

### Committing to our Patients & Customers

Committing to the patient and customer is about understanding who those people are and what their specific needs involve. It is about the provision of high quality patient care and/or customer service and the development of on-going relationships. It is about treating those people as individuals, meeting and exceeding their expectations and treating them with respect, dignity and consideration. It is about providing an exceptional patient/customer experience.

- I create a culture that puts the patient and customer at the centre of all that we do.
- I will be proactive in seeking customer feedback and acting on what it tells us

- I will seek to develop new services, procedures and methods that enhance the already excellent customer experience
- I will actively foster productive relationships with key stakeholders

The job description is not exhaustive and will be reviewed in light of changing needs and organisational development, in consultation with the post holder.

I have read, understood and accepted the responsibilities, expectations and behaviours outlined above.

Signed:

Date: