



## Medical Equipment Service Technician – Training Provided

### Job Description

This is a diverse role to include evaluation, service, repair and calibration of medical devices and test equipment. Activities to be conducted alongside the logistical administration of incoming and outgoing equipment, communicating progress to customers throughout, and updating the company database.

Training specific to medical device testing and repair will be provided.  
In addition we are in a position to offer an apprenticeship opportunity for the right candidate.

We welcome those with willingness to learn, as well as the technically minded and or technically experienced. This includes those from other backgrounds and need not be medical equipment specific.

Aptitude, adaptability and flexibility alongside being a team player are essential qualities for this role. We will consider school/college/university leavers, as well as experienced technicians, EBME, and those of a technical mindset, salary expectations variable based on experience/ suitability.

Appointment 37.5 hours per week spread over 5 days, 9-5pm.

### Duties

#### ***Assisting Equipment Repairs and Calibration:***

- 1) Record-keeping on all repairs, collection and return via de Smit Medical repair centre, quality control of repairs, stock control, maintain service records
- 2) Check in equipment for repair, generate paperwork, evaluate, quote and service equipment when required
- 3) Clean and prepare for despatch back to Customer.
- 4) Logistics

#### ***Telephone enquiries:***

Promptly answer service calls, maintain records and providing information as required, passing on calls to the appropriate member of staff. Update equipment inventory on inhouse customised database.

***Filing:*** Maintain an accurate and up to date filing system at all times



## ***Offsite technical service***

Field servicing or equipment delivery may occasionally be required within the UK, using the company vehicle. Therefore, occasionally unsocial hours and overnight stays may be required.

## ***Stock Warehouse:***

- 1) Weekly stock checks
- 2) Stock control

## **Essential required skills**

- Fitness and health. Due to the nature of some of our products, applicants will need to demonstrate fitness and health as some of the products can be heavy
- Computer literate
- Adaptability and flexibility to work with other team members
- Clean driving licence (valid minimum 2 years)
- Ability to stay away from home overnight if required

## **Essential Qualifications**

- Minimum O'level or GCSE equivalent pass levels in Science, English, Maths.

## **Preferred**

- Technically minded, basic understanding of electrics/electronics an advantage

## **Personal Qualities Required**

- Reliability
- Punctuality
- Common sense
- Confident, calm and understanding telephone manner
- Accuracy and attention to detail