

## **BACKGROUND**

The Organisation, established in 2009, is a Public Charitable Trust that works for the improvement of quality of life for underprivileged communities across India through Health, Education, Livelihood and Disability sector interventions. The Organisation undertakes direct implementation of projects on the ground in addition to providing funding support to not-for-profit organizations in India through its donor – RIST, USA. The Organisation's Strategic planning focuses on key areas of its work with the aim of addressing the key issues of poverty alleviation, economic inequalities, and 360° impact on the quality of life through social development programs. The Organisation's programs are majorly implemented in the most rural and under-developed areas in the country. Over the years, The Organisation has expanded its charitable activities in collaboration with State and Central Governments, institutions, corporates, academia and non-government organizations for sustainable interventions to achieve scale and economy. The interventions implemented by the foundation range from grass root level to national level programs.

## **GENERAL**

**Location of Job:** Lucknow

**Annual Salary:** Salary will be commensurate with education, experience, and past salary.

**No. of position:** 1

### **1. JOB PURPOSE**

The role of a biomedical engineer is pivotal in the smooth functioning of equipment at HRCC. The biomedical engineer will take diligent care for the smooth functioning of medical devices and also manages maintenance of the same. This position will be based on Lucknow Central region and will extend the service and support for all the HRCCs in Uttar Pradesh & Madhya Pradesh.

### **2. KEY ACCOUNTABILITIES**

- Pre-purchase Evaluation & Negotiation in Procurement of the consumables for HRCC.
- Commissioning and Installation Post Procuring the equipment and machineries' at HRCC.
- Training: biomedical engineers give training to HRCC staff with the device to teach them the complete functioning and application of the device.
- Breakdown Management: This includes various categories like management of maintenance contracts, analysis of equipment failure, assessment of repair cost, scheduling of repair/PM visits, monitoring and documentation
- Support and facilitating the Inspection of Equipment : This includes various audits done by internal or external team.

- Equipment Risk Management to reduce the preventive maintenance requirement and internal device surveillance along with changes in standards.
- Documentation of all Condemnation-if not repaired or out of use: The devices which cannot be used or repaired should be labelled as condemned devices, such category devices need to be listed and documented.
- Maintains supplies inventory by checking stock, anticipating needs, placing and expediting orders, and verifying receipt.
- Prepares biomedical reports by collecting, analyzing, and summarizing information and trends.
- Maintains patient confidence by keeping information confidential.
- Maintains safe and healthy working environment by conducting safety tests, recommending and complying with procedures, training and guiding medical and healthcare personnel and complying with codes.

## **DOCUMENTATION**

- Ensure that documents like AMC, consumables, medicines and reagents consumption, Machines etc. are updated and maintained regularly where you will visit.
- Supervise and inspect the requisition the availability of inventory and supplies of drugs, reagents, medical equipment & instruments as required at HRCC Centre.
- Attend the periodic review meeting organized by The Organisation team.
- Maintain the confidentiality of the patient data and adhere the IPHS/IMC protocols for the treatment.
- Share the success stories/anecdotes from the field.

### **3.. Reporting to: Manager- Programme**

#### **Other Indicative Requirements**

#### **Educational Qualifications**

B.Tech- Bio Technology

#### **Functional / Technical Skills and Relevant Experience & Other requirements (, Language, Certifications etc.)**

- Minimum of 5 years of experience in public health programs with good team management skills.
- Candidate must have good communication skills.

**The Organisation is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions. We do not discriminate in employment on the basis of caste, creed, religion, sex, sexual orientation, marital status, disability, or any other such matter.**

**Interested candidate please send your cv at:**

**[contact@pmspl.net.in](mailto:contact@pmspl.net.in)**