



## IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Hospital Engineering Technologist II	
Position Number	Community	Division/Region
48-4045	Yellowknife	Operations/Stanton

## PURPOSE OF THE POSITION

The Hospital Engineering Technologist II operates, repairs, maintains, and enhances Northwest Territorial Health and Social Services Authority (NTHSSA) Stanton Territorial Hospital (STH) assets, in addition to providing client supports to meet operational needs and emergency responses. The incumbent works in accordance with standards and processes established by the NTHSSA – STH, Canadian Standards Association (CSA), Underwriters Laboratory (UL), American Society Mechanical Engineers (ASME), National Fire Code Canada (NFCC), manufacturers, and accreditation, so that NTHSSA – STH assets are maintained in optimum condition. This position works within Government of the Northwest Territories (GNWT) acts and regulations, NTHSSA – STH policy and procedure, and municipal building codes to ensure a safe and comfortable environment for patients, staff, and visitors.

## SCOPE

The NTHSSA is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłı̨chʼı̨ regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-aboriginals. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

While the Tłı̨chʼı̨ Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the NWT. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Stanton Territorial Hospital (STH) is an accredited facility, located in Yellowknife, NWT, and is the referral center for approximately 43,000 NWT residents and 5,900 residents from the Kitikmeot Region of Nunavut. STH provides health care services to adults and children on an inpatient/outpatient and outreach bases in order to restore health with dignity.

Located within STH the Hospital Engineering Technologist II reports to the Manager, Facility Services, and is a member of a small team of technologists responsible for providing primary support on \$100 million worth of assets covering the STH, two (2) off site clinics, one staff house and several rental apartments. Services include;

- Operating environmental, communication, safety, and patient care systems;
- Performing equipment repairs and maintenance;
- Mentoring to Hospital Engineering Technologist I's;
- Response role in several STH emergency response codes;
- Project management role to meet STH needs;
- Within the scope of service, the incumbent has the authority to determine the most effective means to achieve approved end results to meet the clients' need within predetermined budgets, standards, and processes;
- Within the scope of service, the incumbent carries a higher degree of direct responsibility for the safety and comfort of patients, staff, and visitors.

Due to the complex and specific nature of the NTHSSA – STH environmental, communication, safety, and patient care systems, it is generally accepted that it will take five (5) to six (6) years of experience in this position, plus successfully completed training on two of the specific STH systems, in the electronics, electrical, or mechanical fields, to become competent on the majority on facilities system, equipment and devices. A higher level of system understanding is required to effectively perform preventative maintenance services on STH complex systems. The specialized systems that the incumbent must learn to operate represent a substantial learning requirement. Knowledge is maintained and increased in this position through continual training and exposure to new or specific technology, systems, equipment, and emergency responses. As such, the complexity and scope of technologies and devices that the incumbent must possess requires the job holder to anticipate, plan for and carry out the learning requirements and personal and professional developmental components.

## **RESPONSIBILITIES**

### **1. Facility Equipment Service and Operations; operates and maintains all non-Biomedical assets at the Stanton Territorial Hospital.**

- Through system condition checks and parameter calibrations this position operates the facilities, communication devices, safety, and patient care systems for the safety and comfort of building occupants.
- Holds a higher level of responsibility for the safe daily operation of all Medical Device Reprocessing Sterilizers, Flash Sterilizers, steam generators NTHSSA – STH assets under all of the GNWT Safety Division Acts and Regulations, such as electrical, gas, elevators, and OHS. This includes the *GNWT Boilers and Pressure Vessels Act* and Regulations.
- Primary coordinator for all repairs on specialized systems.

- Provides program administration role on services that require a coordinated response from both internal and external service providers.
- Provides a higher level of expertise and competency on the operational requirement of specialized hospital systems.
- Provides daily mentoring to Hospital Engineering Technologists I positions.
- Repairs assets through stabilization of failures, determination of cause, and coordinating required resources for corrective actions.
- May preside as the primary coordinator for all repairs of non-Biomedical equipment and systems, to ensure an effective and quick return of operations for all required repairs on STH assets when the Technologist I is unavailable.
- Provides support for other STH units / sections as the primary coordinator of resources for operational routine services such as moves and changes.
- Provides patient assistance and security.
- Provides building services such as waste management, document storage and disposal, and routine safety checks.
- Uses CMMS software to perform Preventative Maintenance through scheduled tasks and service standards this position is given the authority to coordinate the preventative maintenance checks and services on assigned equipment and systems to ensure effective operation and longevity of STH assets.
- Provides Preventative Maintenance services on specialized technical systems.
- Analytically troubleshoots complex technical issues by breaking them apart into smaller pieces or tracing the situation to ensure that proper corrective actions occur with an understanding of the impacts on the equipment, systems, and clients.
- Purchases parts and inventory within a set spending limit for repairs when needed.

## **2. Active participation in STH Emergency Response plans:**

- Responds to fire, mass casualty, staff assistance, bomb threats, chemical spills, and loss of utilities, equipment and systems failures when requested and as required by the NTHSSA and the building operating contractor, Dexterra.
- Assumes the primary decision role during the absence of authority during evening, nights, and weekends for emergency responses; situations will be presented where there is a threat of injury, property damage or a decrease in client comfort.
- Works collaboratively with the building operator company in a joint effort to minimize damage and loss during an emergency response.

## **3. Project Management - through planning, coordinating, and controlling this position is assigned primary responsibility**

- Achievement of predetermined end results to meet client needs, such as alterations, enhancements or renovations.
- Many of these projects are multi-faceted and carry the potential to impact other STH services.

## **WORKING CONDITIONS**

### **Physical Demands**

For the incumbent to carry out the duties there are occasional times when heavy lifting is required. The physical size of STH requires a substantial amount of travel on a frequent basis.

### **Environmental Conditions**

The incumbent is exposed to possible substantial mechanical, chemical, electrical, thermal and biomedical hazards daily in order to do tasks assigned. This position is expected to work with professional tools on a frequent basis, some of which can be hazardous if not applied correctly. Due to the nature of the environmental systems and building structure this position is expected to work in confined spaces on a frequent basis.

### **Sensory Demands**

The incumbent routinely works with complex systems, equipment, and devices. Operational condition checks, fault repairs, and maintenance services require concentrated levels of attention in order to discern conditional discrepancies, and safely conduct corrective actions.

### **Mental Demands**

The incumbent is required to work as effectively as is possible within pressing client-imposed deadlines to maintain or enhance facility or departmental operations. Continuous attention to system, equipment, device and project expected end results and the impact of the clients' well-being will be experienced as this position does play the primary coordinating role in meeting those end results. This position holds direct responsibility for the safety and comfort of the client within the roles assigned for emergency responses.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of Facility Equipment Service and Operations, and the skills to operate and maintain all non-Biomedical assets at Stanton Territorial Hospital.
- Knowledge of and the ability to acquire a high level of system understanding to effectively perform preventative maintenance services on STH complex systems.
- Ability to operate the facilities Sterilization Equipment, communication devices, safety, and patient care systems.
- Knowledge applicable to operate, repair, maintain and enhance STH assets.
- Skilled in ensuring general facility upkeep and safety as well as maintaining the appropriate level of human comfort.
- Ability to acquire and apply knowledge of relevant GNWT acts and regulations, STH policy and procedures and municipal building codes.
- Ability to ensure the safe daily operation and maintenance of all Medical Device Reprocessing Sterilizers, Flash Sterilizers, and Steam Generators within STH assets.
- Ability to coordinate non-Biomedical equipment and systems repairs.
- Ability to carry out technical repairs and services on electrical, electronic and mechanical systems, equipment, and devices, along with building structures and finishes.

- Skilled in the effective use of a wide range of computers, software, diagnostic equipment, and hand/ power tools, along with skills in the application of maintenance materials and working in maintenance processes.
- Knowledge and application of Computerized Maintenance Management System (CMMS) software to perform preventative maintenance on assigned equipment and systems.
- Analytical and troubleshooting skills to ensure corrective actions occur with an understanding of the impacts on the equipment, systems and clients.
- Ability to provide program administration on services that require a coordinated response from internal and external service providers.
- Ability to seek out the information required to ensure an adequate understanding of the technical and client issues that are routinely experienced can be accurately carried out.
- Ability to commit to continual training for new or specific technology systems, equipment and emergency responses.
- Interpersonal and service-oriented skills to meet client's needs; to discover the underlying needs in order to match supports for the client needs to available services and resources.
- Ability to work in a cross-cultural setting.
- Communication skills including listening and responding appropriately and effectively.

**Typically, the above qualifications would be attained by:**

Technical preparation at the diploma or certificate level in the field of electronics, electrical, mechanical or power plant engineering technology; a minimum of a 4th class power engineering certificate of competency, and four (4) to five (5) years of work experience in a 4th class power plant, and experience within an acute care hospital setting, or an equivalent combination of education, training, and experience.

**ADDITIONAL REQUIREMENTS**

Proof of immunization in keeping with current public health practices is required.

5th class driver's license is required.

All STH employees must acquire, within a reasonable time frame, and remain current with the following mandatory certifications:

- Non-Violent Crisis Intervention
- Bio—Safety Training
- FIT Testing
- Workplace Hazardous Materials Information System (WHMIS)
- Infection Control
- Workplace Bullying/Respectful Workplace
- Fire Training

**Position Security**

- ☐ No criminal records check required
- ☐ Position of Trust – criminal records check required
- ☒ Highly sensitive position – requires verification of identity and a criminal records check

**French language** (check one if applicable)

- ☐ French required (must identify required level below)
  - Level required for this Designated Position is:
  - ORAL EXPRESSION AND COMPREHENSION
    - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
  - READING COMPREHENSION:
    - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
  - WRITING SKILLS:
    - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
- ☐ French preferred

**Indigenous language:** To choose a language, click [here](#).

- ☐ Required
- ☐ Preferred