



IDENTIFICATION

Department	Position Title	
Northwest Territories Health and Social Services Authority	Hospital Engineering Technologist I	
Position Number	Community	Division/Region
48-4162	Yellowknife	Operations / Stanton

PURPOSE OF THE POSITION

The Hospital Engineering Technologist I 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 STH assets are maintained in optimum condition. This position works within Government of the Northwest Territories (GNWT) acts and regulations, 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 Tłıchʔ 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 (HSS) 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 Tłıchʔ 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 entire 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 basis in order to restore health with dignity.

Located within STH, the Hospital Engineering Technologist I, reports to the Manager, Facility Services, and is responsible for the provision of 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, communication, safety, and patient care systems;
- Performing equipment repairs and maintenance;
- Response role in several STH emergency response codes;
- Project management role to meet STH needs;
- Provides operational support for client operations;
- Within the scope of service has 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 this position carries a high 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, one (1) year on-site orientation is required to meet minimum expectations to work with specific equipment and systems, standards and process; it is also generally accepted that it will take (4) to five (5) years to become competent on the majority on facilities, equipment and devices. The systems that this position must learn to operate represent substantial learning requirements, and the complexity and scope of technologies and devices used by the incumbent requires continuous skill development. As such, the job holder is required to anticipate, plan for and carry out the personal and professional developmental components, as much of the knowledge required to perform the duties are learned on the job in a self-directed manner.

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 Sterilization Equipment, communication devices, safety, and patient care systems for the safety and comfort of building occupants.
- Ensures the safe daily operation and maintenance of all Medical Device Reprocessing Sterilizers, Flash Sterilizers, Steam Generators STH assets under all of the GNWT Safety Division Acts and Regulations, such as electrical and Occupational Health and Safety (OHS), and the GNWT *Boilers and Pressure Vessels Act* and Regulations.

- Provides program administration role on services that require a coordinated response from both internal and external service providers.
- Repairs assets through stabilization of failures, determination of cause, and coordinating required resources for corrective actions.
- 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.
- 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 equipment safety checks.
- Using CMMS software, performs Preventative Maintenance through scheduled tasks and service standards and coordinates the preventative maintenance checks and services on assigned equipment and systems to ensure effective operation and longevity of STH assets.
- Analytically troubleshoots complex technical issues by breaking them apart into smaller pieces or tracing the situation in a step-by-step manner 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:

- Prepared to respond to fire, mass casualty, staff assistance, bomb threats, chemical spills, loss of utilities, equipment and systems failures.
- 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 commit to continual training for new or specific technology systems, equipment and emergency responses.
- 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.
- 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 mechanical or power plant engineering technology, a minimum of a 5th class power engineering certificate of competency, and two (2) years of work experience, in a plant with a 5th class power engineering rating.

ADDITIONAL REQUIREMENTS

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

5th class driver's license is required.

NTHSSA – STH Requirements

Within **NTHSSA – STH** all 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
- 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