

Job Profile Biomedical Technician Advance

Scope of responsibilities

- Be the focal person for biomedical equipment for **MSF** in *name of mission*. Knows and understands the (technical details of the) equipment, ensures it is correctly used and functioning well. Ensures good follow-up of the activities of the project Biomedical Technicians and coordinates the biomedical equipment across the mission and with HQ for support or repair.

Function responsibilities

- Must know all the biomedical devices present on the project(s). Understands the technical documentation, operating principle and use of each piece of biomedical equipment on the project/mission.
- Coordinates between projects for equipment/support exchanges to help ensure that as few items are out of service on the mission at any given time.
- Organizes and participates in installation and replacement of biomedical equipment.
- Follows the different maintenance contracts, proposes renewal before they expire.
- Provides support to the project Biomedical Technician(s).

Organisation and team management

- Provides assistance to project Biomedical Technicians when maintenance work requires further assistance, documentation or additional tools.
- Performs preventive maintenance, annual diagnosis and certification for those items of equipment for which specialised training has been received.
- Performs fault diagnosis and curative maintenance on those items of equipment for which specialised training has been received
- Stock Management:
 - Manage inventory of spare parts and back-up equipment at mission level.
 - Check and advice on international orders for consumables and spare parts.
 - Coordinates and organise repair returns and keep track of the arrival of orders, request information in case of delay and / or emergency.

Human Resources Activities

- Takes the lead in organizing user training where required.

Monitoring, analysis and reporting

- Arranges for packing, shipment and contact with service providers or after sales service to the **MSF** supply centre for the repair of equipment that cannot be done locally.