



**WESTERN REGIONAL HEALTH AUTHORITY  
LOT 31B, FAIRVIEW SHOPPING CENTRE  
MONTEGO BAY  
ST JAMES**

## **VACANCY**

Applications are invited from qualified persons for the position of:

### **CHIEF BIOMEDICAL ENGINEER (SOG/ST 6)**

**REGIONAL OFFICE**

**Salary Scale: \$5,198,035.00 - \$6,990,779.00 per annum**

The Western Regional Health Authority (a Statutory Body under the Ministry of Health & Wellness) is currently seeking to employ a **Chief Biomedical Engineer** for the **Regional Office**. Under the general supervision of the Director, Operations and Maintenance, the Chief Biomedical Engineer is responsible for the development, implementation and monitoring of preventative and corrective maintenance policies and procedures for bio-medical equipment for the Region. The incumbent is also responsible for developing standard operating procedures to ensure the safety and reliability of the equipment and staff and to ensure that the installation of equipment conforms to established standards. The incumbent will also be expected to:

#### **CORE FUNCTIONS:**

- ❖ To make decisions on the appropriate level of technical support for medical equipment based on risk assessment and existing resources and arrange in-house or contracted arrangements and schedules as appropriate
- ❖ To plan resources to provide required specialist support to medical equipment ranging from routine maintenance to one-off repair
- ❖ To devise and implement electrical safety test procedures and schedules for biomedical equipment, implement routine and front-line maintenance and testing procedures and schedules
- ❖ To carry out repair and routine maintenance work on specialised equipment
- ❖ To coordinate and lead major procurement projects as delegated (e.g. fleet replacement of Theatre Anaesthetic Delivery Systems), work with multidiscipline teams and coordinate the installation and commission of new equipment
- ❖ To set procedures for routine acceptance testing of hospital equipment, risk assessment of new medical equipment and accurate updating of equipment database
- ❖ To ensure that a comprehensive record of equipment and activity to provide effective service planning, for quality control purposes, and for audit purposes is maintained

- ❖ To take part in the R&D, scientific and technical activities of the Biomedical Engineering Department
- ❖ Providing the levels of service required by the hospital as directed by the Head of Biomed Engineering
- ❖ Being accountable for the provision of the Biomedical service of the hospital's medical equipment management
- ❖ Setting technical standards for the provision of the service based on principles and broad occupational policies recommended by national regulatory bodies and local benchmarking group
- ❖ Planning and organising the broad range of technical support service activities, regularly reviewing and adjusting the ongoing plans and strategies with existing resources, to meet the needs of patients and clinical users
- ❖ To propose service development and changes to the Director, Operations and Maintenance and communicate with other departments and sections that would be affected by the change
- ❖ Contributing to business planning and developing practice/protocols for the Biomed support service
- ❖ Responsible for supervising the Biomedical Engineer assigned to the Unit by providing a high level of professional and technical guidance, managing complaints grievances and conflicts of interest within or related to the team
- ❖ To be responsible for the development and implementation of the ISO9000:2000 quality assurance system in the biomedical team operation to meet the required service level, guided by the national regulatory and external advisory bodies. To be responsible for the performance and quality of service of the technical support team operation
- ❖ The management of the 'Service Spares, 'Equipment Repair and Maintenance and 'Equipment Contract' budget to authorise the purchase of spare parts, authorise manufacturers' and suppliers' maintenance, expenditure on maintenance contracts and monitor and review finance monthly expenditure report
- ❖ Communicating and providing highly professional advice and sensitive information regarding the purchase, tender and evaluation of medical equipment with suppliers/manufacturers, clinical staff and supplies staff
- ❖ Interpreting fault/repair/maintenance information on specialised medical equipment
- ❖ Negotiating the level of technical support (while instilling confidence in clinical users as to the quality and reliability of support) and costs of maintenance contracts (which requires agreement and cooperation with suppliers)
- ❖ Provide leadership and technical support to staff through effective objective setting, delegation, coaching and communication
- ❖ Provide training to staff as necessary to ensure high levels of quality and productivity
- ❖ Perform other job-related functions so assigned or as necessary to maintain the performance standards of the divisions

## SPECIFIC KNOWLEDGE/SKILLS REQUIRED:

- ❖ Ability to work at the strategic and operational level
- ❖ Sound oral and written communication skills
- ❖ Good interpersonal skills and people management
- ❖ Strong decision-making and critical thinking skills
- ❖ Excellent leadership, networking and relationship-building skill
- ❖ Excellent analytical and problem-solving skills
- ❖ Ability to prioritize among conflicting demands
- ❖ Knowledge of basic anatomy and physiology as applied to the use of biomedical equipment
- ❖ Knowledge of technical aspects of electronic equipment and its operation, repair and maintenance
- ❖ Ability to analyze, repair and test electronic and electromechanical equipment
- ❖ Ability to lift up to 50 pounds of equipment; to push/pull equipment carts
- ❖ Work may be performed in confined areas such as those between ceilings and roofs; may include exposure to electrical shock and airborne particles
- ❖ May be required to travel occasionally to different locations within and outside of the parish
- ❖ May be required to work beyond normal working hours, weekends and public holidays from time to time to meet deadlines

## QUALIFICATION & EXPERIENCE:

- ❖ Bachelor's Degree in Biomedical Engineering
- ❖ A minimum of four (4) years experience at the level of a Head of a *Biomedical Engineering* Department
- ❖ Any equivalent combination of qualifications and experience
- ❖ Certification in Supervisor Management

Application letter along with detailed resume should be submitted no later than

**March 31, 2026** to:

**The Director  
Human Resource Management and Development  
Western Regional Health Authority  
Lot 31b, Fairview Shopping Centre  
St. James  
Or e-mail: [wrojobs@wrha.gov.jm](mailto:wrojobs@wrha.gov.jm)**

***ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED***