

### Job Specification and Terms & Conditions

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| <b>Job Title &amp; Grade</b>   | Mechanical Services Technician                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Campaign Reference</b>      | RQ1158                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Closing Date</b>            | Thursday September 10th                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Proposed Interview Date</b> | To be confirmed - At least 1 weeks' notice will be provided. Shortlisted candidates are expected to make themselves available for a face-to-face interview.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Taking Up Appointment</b>   | Successful applicant(s) must be available to take up the role within a reasonable timeframe                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Location of Post</b>        | Peamount Healthcare, Newcastle, Co. Dublin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Details of Service</b>      | <p><b><u>Who We Are</u></b></p> <p>Peamount Healthcare is an independent voluntary organisation that operates in partnership with the HSE Health Region, Dublin and Midlands to provide a range of health and social care services. Peamount Healthcare is a registered charity and is directly funded by the HSE under Section 38 of the Health Act 2004. The hospital provides consultant led, multidisciplinary, specialist rehabilitation services to patients at the right time and in the right place, which improve patient outcomes. Peamount Healthcare provides specialist rehabilitation in Neurology, Age-Related, Respiratory and Rheumatology. The services provided also include continuing care services for the older person, adults with neurological disabilities and individuals with intellectual disabilities.</p> <p><b><u>Diversity, Equity and Inclusion Statement</u></b></p> <p>In Peamount Healthcare, we are committed to diversity, equity and inclusion.</p> <p>We welcome applications from all sections of society and different backgrounds as we are committed to creating an inclusive and supportive environment where every colleague is valued and empowered to thrive. Our dedication to these values ensures that we foster a culture of mutual respect, open collaboration, continuous learning, and innovative thinking. Peamount Healthcare is committed to being an equal opportunities employer.</p> <p>Peamount Healthcare is committed to the following values:</p> <ul style="list-style-type: none"> <li>• <b>Person centred</b> – seeing each person as unique, giving them a voice and focusing on ability.</li> <li>• <b>Respect</b> – creating a supportive environment where everyone is given courteous and respectful care and support.</li> <li>• <b>Excellence</b> – enabling interdisciplinary teams to deliver high-quality integrated care, meaningful outcomes with a focus on continuous improvement.</li> <li>• <b>Team working</b> – fostering an inclusive, healthy working environment where people are valued and recognised for their individual and shared achievements.</li> <li>• <b>Quality improvement</b> – supporting teams to embed continuous improvement methodology as part of everything we do.</li> </ul> |

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|                                                             | <ul style="list-style-type: none"> <li>• <b>Education &amp; Research</b> – partnering with academia to support education, learning, research and evidence-based care.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Reporting Relationship</b>                               | Facilities Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Purpose of Post</b>                                      | <p>The Mechanical Services Technician will provide technical support within the Facilities Department for the safe, reliable, and efficient operation, maintenance, and management of mechanical building services across the Peamount Healthcare campus.</p> <p>The post holder will contribute to the management of mechanical assets throughout their operational lifecycle, from asset identification, condition assessment and maintenance planning through day-to-day operation, maintenance, fault response, repair, modification, commissioning and, where required, decommissioning, replacement, and disposal.</p> <p>The post holder will provide technical support across a range of mechanical building services, including heating, ventilation, air conditioning, hot and cold-water systems, boilers, pumps, calorifiers, mechanical plant, drainage, and associated building services.</p> <p>The role will support planned preventive maintenance (PPM) and reactive maintenance, fault identification and resolution, contractor coordination, service verification, asset management, and the maintenance of accurate technical records. The post holder will also support water safety and legionella control activities, Building Management System (BMS) monitoring, Medical Gas Pipeline System (MGPS), mechanical projects, and the ongoing improvement of mechanical services.</p> <p>The post holder will act as a key technical liaison between the Facilities Department, internal service users, and specialist mechanical and medical gas contractors, ensuring that works are appropriately coordinated, completed safely, documented and followed through to completion.</p> <p>The post holder will be trained and formally appointed as a Medical Gas Authorised Person (AP) for the Medical Gas Pipeline System (MGPS), subject to the organisation's governance arrangements and competency requirements. The role will include the operational and maintenance responsibilities assigned to the AP in accordance with applicable procedures, standards and local governance.</p> <p>The role requires the post holder to participate in the Facilities Department out-of-hours/on-call rota and provide an appropriate response to mechanical, MGPS and other Facilities emergencies within the post holder's competence, training and delegated authority, and to escalate matters requiring specialist, statutory or formally authorised intervention to the appropriate person or service provider.</p> |
| <b>Eligibility Criteria Qualifications &amp; Experience</b> | <p><b>The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him / her from time to time and to contribute to the development of the post while in office.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## Eligibility Criteria

| Criteria             | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                  | Desirable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <b>Qualification</b> | <ul style="list-style-type: none"> <li>A relevant mechanical, building services, plant maintenance, plumbing, heating, HVAC, engineering or facilities-related qualification at a minimum of NFQ Level 6, or equivalent qualification, or a recognised relevant craft qualification with appropriate post-apprenticeship experience.</li> <li>Full clean Category B driving licence, where required for the duties of the post.</li> </ul> | <ul style="list-style-type: none"> <li>NFQ Level 7 or higher qualification in Mechanical Engineering, Building Services Engineering, Energy, Facilities Management, or a related discipline.</li> <li>Training / qualification in water hygiene/legionella control programmes or Building Management Systems (BMS)</li> <li>Training / qualification relevant to Medical Gas Pipeline System (MGPS), with a willingness and ability to undertake the required AP training and competency assessment.</li> </ul> |
| <b>Experience</b>    | <ul style="list-style-type: none"> <li>Substantial relevant experience in operation, planned and reactive maintenance, and coordination of mechanical building services in a complex occupied environment.</li> <li>Experience liaising with contractors, suppliers and service providers.</li> </ul>                                                                                                                                      | <ul style="list-style-type: none"> <li>Experience working within a healthcare, hospital, residential care or other regulated environment.</li> <li>Experience with heating, ventilation, air conditioning, pumps and domestic water systems.</li> </ul>                                                                                                                                                                                                                                                         |

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|                                           | <ul style="list-style-type: none"> <li>• Experience maintaining accurate technical records and documentation.</li> <li>• Experience interpreting technical information such as drawings, schematics, equipment manuals and service reports.</li> </ul>                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>• Experience with water safety and legionella control programmes.</li> <li>• Experience using a Building Management System or similar controls interface.</li> <li>• Experience with Medical Gas Pipeline System (MGPS) or other critical healthcare utility systems.</li> <li>• Experience with permit-to-work systems, contractor management or similar areas. Experience using computerised maintenance management systems (CMMS), asset registers and electronic maintenance records.</li> <li>• Experience supporting mechanical projects, commissioning, snagging or equipment replacement programmes.</li> </ul> |
| <b>Skills, Competencies and Knowledge</b> | <ul style="list-style-type: none"> <li>• Good technical knowledge of mechanical building services and associated plant.</li> <li>• Good fault-finding and problem-solving skills, with the ability to identify defects and recommend appropriate corrective action.</li> <li>• Ability to understand and interpret technical drawings, schematics, manuals, service reports and other technical information.</li> <li>• Ability to plan and prioritise planned and reactive maintenance activities according to risk, operational requirements and service needs.</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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|                                                | <ul style="list-style-type: none"> <li>• Good organisational skills and the ability to follow actions through to completion.</li> <li>• Ability to monitor contractor performance and ensure agreed maintenance activities and remedial works are completed.</li> <li>• Good written and verbal communication skills.</li> <li>• Ability to communicate effectively with Facilities colleagues, contractors, suppliers and staff across clinical and non-clinical services.</li> <li>• Ability to work independently and use initiative while recognising the limits of personal competence and authority.</li> <li>• Ability to work effectively as part of a multidisciplinary Facilities team.</li> <li>• Good computer literacy, including email, Microsoft Office and electronic maintenance/asset management systems.</li> <li>• Commitment to safe working practices, quality and compliance.</li> <li>• Ability to work calmly and effectively when responding to breakdowns, service interruptions and competing priorities, including during out-of-hours/on-call periods.</li> </ul> |
| <b>Other requirements specific to the post</b> | <p><b>Health</b></p> <p>Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Principal Duties &amp; Responsibilities</b> | <p><b>Mechanical Building Services and Plant</b></p> <ul style="list-style-type: none"> <li>• Support the operation, maintenance and management of mechanical building services throughout the Peamount Healthcare campus.</li> <li>• Monitor the condition and performance of mechanical plant and associated systems and identify defects, failures and opportunities for improvement.</li> <li>• Provide first-line technical assessment and fault-finding within the post holder's competence.</li> <li>• Support the maintenance and operation of heating, ventilation, air conditioning, boilers, pumps, calorifiers, heat exchangers, pressurisation systems, valves, controls, air-handling units, extract systems and other mechanical plant.</li> <li>• Assist with the investigation of heating, cooling, ventilation, temperature, condensation, odour and indoor environmental issues.</li> <li>• Monitor plant performance and assist with seasonal maintenance and system optimisation.</li> </ul>                                                                               |

- Liaise with specialist contractors and relevant Facilities and clinical/service personnel where mechanical or ventilation issues may affect service delivery, infection prevention or occupant comfort.
- Carry out minor maintenance, adjustments and practical tasks within the post holder's competence and authorisation.
- Identify recurring faults, poor performance and reliability issues, support root-cause analysis and recommend appropriate corrective action.
- Support the safe return of plant and equipment to service following maintenance or repair.
- Support equipment replacement and upgrade programmes.

#### **Planned Preventive and Reactive Maintenance**

- Develop, maintain and review mechanical PPM requirements and schedules based on manufacturer guidance, risk, usage, condition and operational requirements.
- Monitor scheduled maintenance activities and ensure that outstanding works, defects and remedial actions are followed through to completion.
- Review contractor service reports, maintenance records, test results and recommendations and ensure that relevant actions are appropriately recorded and progressed.
- Physically inspect plant and, where appropriate and within competence, use suitable test equipment to verify completed works, restored operation and reported outcomes.
- Assist with the planning of maintenance activities around operational and clinical requirements.
- Respond to reactive maintenance issues and assist with the investigation and resolution of mechanical breakdowns and service interruptions.
- Prioritise mechanical maintenance issues based on risk to service users, clinical services, staff, property and service continuity.
- Determine whether defects can be addressed internally or require specialist intervention and assist in preparing clear scopes of work for escalation. Escalate significant defects, risks or unresolved technical issues through the appropriate channels.

#### **Water Systems and Water Safety**

- Support the operation and maintenance of domestic hot and cold-water systems, tanks, pumps, calorifiers, valves, outlets and associated distribution systems.

- Support the implementation of the Peamount Healthcare water safety and legionella control programmes.
- Coordinate or assist with scheduled water system maintenance activities, including temperature monitoring, flushing, inspections, cleaning, sampling and remedial actions as assigned.
- Monitor and report adverse temperatures, stagnation, low usage, poor circulation, leaks, defects and other water-system issues.
- Maintain accurate and auditable records relating to water-system maintenance and monitoring.
- Promptly escalate positive results, significant non-conformances or other conditions that may present a risk to service users or service continuity.

#### **Medical Gas Pipeline System (MGPS)**

- Undertake the duties of the formally appointed Medical Gas Authorised Person (AP) following completion of the required training, competency assessment and appointment process.
- Support the safe operation, maintenance and management of the Medical Gas Pipeline System (MGPS) in accordance with Peamount Healthcare procedures, relevant standards and the MGPS governance structure.
- Coordinate and monitor planned preventive maintenance, permit to work, testing, servicing, certification and remedial works associated with the MGPS.
- Maintain and review MGPS records, including maintenance documentation, test certificates, RAMS, permits, isolation records, system information and relevant logbooks.
- Coordinate with the Medical Gas Responsible Person, specialist medical gas contractors and other formally appointed personnel as required.
- Support the planning and safe control of MGPS isolations, shutdowns, works and reinstatement, ensuring appropriate communication with affected clinical and service areas.
- Review contractor reports and recommendations and ensure defects and remedial actions are appropriately recorded, prioritised and followed through.
- Respond appropriately to medical gas system alarms, defects, supply interruptions and emergencies within the AP's defined responsibilities and escalate matters requiring specialist intervention.
- Participate in audits, inspections, compliance reviews and periodic verification activities relating to the MGPS.
- Ensure that no MGPS work is undertaken beyond the post holder's training, formal appointment, competence or delegated authority.

### **Drainage and Associated Mechanical Services**

- Support the maintenance and repair of internal drainage, sanitary services, pumps, sumps, grease management systems, interceptors and associated infrastructure.
- Assist with the investigation and response to blockages, flooding, leaks, odours and drainage failures.
- Support safe isolation, containment, contractor attendance and follow-up of drainage and mechanical utility issues.
- Provide mechanical technical input, within competence, to underground services, external utilities, grounds or estates plant and building-fabric interfaces where mechanical services are involved

### **Building Management System and Controls**

- Use the Building Management System (BMS) within the authorised access level to review alarms, plant status, schedules, setpoints and trends.
- Assist with identifying mechanical faults through BMS information and plant performance data.
- Liaise with the relevant technical lead and specialist controls contractors where mechanical-control issues are identified.
- Support the use of BMS and trend information to identify recurring faults, improve plant performance and support energy-efficiency initiatives.
- Ensure that changes to safety-critical control sequences or protected parameters are only undertaken by appropriately authorised personnel.

### **Contractor and Service Provider Coordination**

- Act as the day-to-day technical liaison for outsourced mechanical maintenance, testing, repairs and minor works, ensuring appropriate scopes, specifications, documentation and contractor requirements are in place.
- Liaise with mechanical and medical gas contractors, service providers, manufacturers and suppliers in relation to planned maintenance, reactive repairs, inspections and remedial works.
- Coordinate contractor attendance, access arrangements and maintenance activities with relevant Facilities and service personnel.
- Assist with the preparation of technical scopes, specifications and asset information for mechanical and MGPS maintenance and minor works.

- Verify that contractors provide appropriate RAMS, permits, competency documentation, certifications and other required information before works commence
- Ensure contractors comply with site requirements, agreed scopes of work, health and safety requirements and relevant healthcare operational controls.
- Review contractor service reports and ensure that recommendations, defects and remedial works are appropriately recorded and followed through.
- Monitor the quality and progress of works and raise concerns where work is incomplete, unsafe or does not meet the agreed requirements.
- Assist in verifying completed works through appropriate inspection, functional checks and review of supporting documentation.
- Maintain accurate records of contractor attendance, completed works and outstanding actions

#### **Asset Management and Technical Records**

- Support the maintenance of accurate mechanical and MGPS asset registers and associated technical information.
- Assist with asset verification, identification, labelling and condition assessment.
- Maintain relevant information including equipment location, manufacturer, model, serial number, maintenance requirements and service history.
- Support the maintenance of drawings, schematics, manuals, certificates, commissioning records and other technical documentation.
- Ensure information arising from maintenance, projects and contractor works is appropriately recorded and retained.
- Identify obsolete, unreliable, unsupported or high-risk assets and bring these to the attention of the Facilities Manager.
- Support the use and development of CMMS and other digital maintenance and asset management systems.

#### **Equipment Procurement, Projects, Replacement and Energy Efficiency**

- Assist with gathering technical information and developing equipment specifications, scopes of work and requirements for mechanical equipment and services
- Obtain and review supplier quotations, technical information and supporting documentation, providing technical input to support procurement and equipment selection.

- Provide technical information to support equipment replacement priorities, business cases and capital planning as required.
- Provide mechanical technical support to Facilities projects, refurbishment works, plant replacement and upgrade programmes.
- Assist with site surveys, technical information gathering, contractor coordination, installation monitoring, snagging, commissioning and handover.
- Support the Facilities Manager and relevant project personnel in ensuring new mechanical installations are accessible, maintainable, appropriately labelled and documented.
- Identify opportunities to improve reliability, efficiency and energy performance of mechanical plant and systems.
- Support energy-efficiency initiatives where these can be implemented without compromising safety, comfort, infection prevention or service continuity.

#### **Reactive Maintenance and Emergency Response**

- Respond to mechanical breakdowns, leaks, flooding, heating or water failures, ventilation issues and other mechanical emergencies as required.
- Respond to MGPS alarms, supply interruptions and other medical gas emergencies within the limits of the AP role, training and formal appointment.
- Support isolation, shutdown, temporary controls, containment, escalation, contractor mobilisation, recommissioning and contingency arrangements for mechanical and medical gas services within the post holder's competence and authority.
- Communicate planned shutdowns, maintenance activities, service interruptions, contingency arrangements and restoration status to affected services.
- Support emergency preparedness and response activities relevant to mechanical services and MGPS.
- Participate in an approved on-call or emergency response arrangement where required by the post and agreed working arrangements.

#### **Health, Safety, Quality and Risk**

- Carry out all duties in accordance with the Safety, Health and Welfare at Work Act 2005, relevant regulations, Peamount Healthcare policies, safety statements and safe systems of work.

- Participate in risk assessments, method statement/risk assessment (RAMS) reviews, permit-to-work, isolation and lockout/tagout arrangements appropriate to the work.
- Ensure appropriate PPE is used and work areas are left safe and secure.
- Report hazards, incidents, near misses, defects and unsafe conditions promptly.
- Support the implementation of infection prevention and control measures relevant to engineering works, including appropriate controls for dust, water, ventilation, access and contamination.
- Support compliance with fire safety, environmental, waste, safeguarding, confidentiality, quality and other relevant organisational requirements.
- Participate in internal and external audits, inspections, accreditation activities and compliance reviews as required.
- Contribute to the identification and implementation of corrective and preventative actions.
- Support and contribute to quality improvement initiatives within the Facilities Department.
- Comply with relevant HIQA, HSE and organisational standards applicable to the role.
- Support sustainable energy, water and waste initiatives and contribute to the efficient use of resources.

#### **Communication, Reporting and Service Development**

- Maintain clear, accurate and timely records of inspections, defects, maintenance activities, contractor attendance and outstanding actions.
- Provide technical information and reports to the Facilities Manager and relevant Facilities workstream leads as required.
- Attend Facilities, contractor, project and service coordination meetings as required.
- Communicate professionally and respectfully with service users, residents, staff, contractors and visitors, recognising the occupied healthcare environment in which the role operates.
- Contribute to the development and review of SOPs, maintenance procedures, checklists, risk assessments and service standards relevant to mechanical services and MGPS.
- Participate in continuous improvement initiatives and identify opportunities to improve the safety, reliability, efficiency and resilience of mechanical services.

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|                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Work collaboratively with the Facilities Manager, technical services personnel, maintenance staff, general operatives and other departments.</li> <li>• Provide technical assistance and guidance to colleagues within the post holder's competence.</li> <li>• Undertake other appropriate duties as assigned by the Facilities Manager, consistent with the purpose and level of the post.</li> </ul> <p><b>Specific Role Boundaries</b></p> <p>The Mechanical Services Technician is expected to exercise appropriate technical judgement and initiative but must work within defined competence and delegated authority.</p> <p>The post holder may inspect, assess, coordinate, document, recommend, arrange and verify mechanical maintenance activities within their competence.</p> <p>Following formal appointment, the post holder will undertake the defined duties of the Medical Gas Authorised Person (AP). This appointment does not extend to other MGPS duty-holder roles unless separately qualified, trained and formally appointed.</p> |
| <b>Campaign Specific Selection Post</b>                                                                                                                                                                                                                                                                                                                                                 | <p>A ranking and or short-listing exercise may be carried out on the basis of information supplied in your CV. The criteria for ranking and or short listing are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements.</p> <p>Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.</p> <p>Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview depending on the service needs of the organisation.</p>                                                                                                                                                                                                                                                                                                  |
| <p><b>The reform programme outlined for the Health Service may impact on this role and as structures change the job description may be reviewed.</b></p> <p><b>The job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive or restrictive and is subject to periodic review with the employee concerned.</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

**Terms & Conditions of Employment  
Peamount Healthcare, Newcastle, Co. Dublin.**

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| <b>Tenure</b> | <p>The current vacancy available is a permanent position on a full-time basis.</p> <p>The post is pensionable.</p> |
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|                                         | Appointment as an employee of Peamount Healthcare is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Remuneration</b>                     | <p>Remuneration is in accordance with the salary scale approved by the Department of Health: Technical Services Officer Assistant (555X)</p> <p>Current salary scale with effect from 1st June 2026: €46,805 (point 1) to €72,605 (point 13) LSI</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Working Week</b>                     | <p>The hours allocated to this post are 35 hours per week. The allocation of these hours will be at the discretion of the Department Head and in accordance with the needs of the service.</p> <p>HSE Circular 003-2009 “Matching Working Patterns to Service Needs (Extended Working Day/Week Arrangements); Framework for Implementation of Clause 30.4 of Towards 2016” applies. Under the terms of this circular, all new entrants and staff appointed to promotional posts from Dec 16th, 2008, will be required to work agreed roster / on call arrangements as advised by their line manager. Contracted hours of work are liable to change between the hours of 8am-8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement (Implementation of Clause 30.4 of Towards 2016</p> |
| <b>Annual Leave</b>                     | As per Health Service Executive (HSE)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Probation</b>                        | <p>All employees will be subject to a probationary period as per the probation policy. This policy applies to all employees irrespective of the type of contract under which they have been employed. A period of 6 months’ probation will be served:</p> <ul style="list-style-type: none"> <li>• On commencement of employment.</li> <li>• Fixed term to permanent contract.</li> <li>• Permanent employees commencing in promotional posts will also undertake a probationary period relating to their new post.</li> </ul>                                                                                                                                                                                                                                                                                                                                |
| <b>Pension</b>                          | <p>Employees of Peamount Healthcare are required to be members of the Hospitals Superannuation Scheme. Deductions at the appropriate rate will be made from your salary payment.</p> <p>If you are being rehired after drawing down a public service pension your attention is drawn to Section 52 of the Public Services Pension (Single and Other Provisions) Act 2012. The 2012 Act extends the principle of abatement to retired public servants in receipt of a public service pension who secure another public service appointment in any public service body.</p>                                                                                                                                                                                                                                                                                     |
| <b>Maternity</b>                        | Maternity leave is granted in accordance with the terms of the Maternity Protection Acts 1994 and 2001.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Sick Leave</b>                       | Peamount Healthcare operates a Sickness Absence Management policy in line with the new Public Service Sick Leave Scheme as introduced on 31st March 2014.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Pre-Employment Health Assessment</b> | Prior to commencing in this role, a person will be required to complete a form declaring their health status which is reviewed by the hospital’s Occupational Health Service and if required undergo a medical assessment with this department. Any                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|                                                      | person employed by Peamount Healthcare must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Validation of Qualifications &amp; Experience</b> | Any credit given to a candidate at interview, in respect of claims to qualifications, training and experience is provisional and is subject to verification. The recommendation of the interview board is liable to revision if the claimed qualification, training or experience is not proven.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>References</b>                                    | Peamount Healthcare will seek up to two written references from current and previous employers, educational institutions or any other organisations with which the candidate has been associated. The hospital also reserves the right to determine the merit, appropriateness and relevance of such references and referees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Garda Vetting</b>                                 | <p>Peamount Healthcare will carry out Garda vetting on all employees in relevant roles. An employee will not take up employment with the hospital until the Garda Vetting process has been completed and the hospital is satisfied that such an appointment does not pose a risk to clients, service users and employees.</p> <p>Please note that, in the event of a provisional job offer for a relevant role that requires Garda Vetting, successful candidates will be required to attend in person to verify their identity. This step is mandatory in accordance with the legislative requirements of the National Vetting Bureau (Children and Vulnerable Persons) Act 2012.</p>                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Character</b>                                     | Candidates for and any person holding the office must be of good character.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Health &amp; Safety</b>                           | <p>These duties must be performed in accordance with the hospital health and safety policy. In carrying out these duties the employee must ensure that effective safety procedures are in place to comply with the Health, Safety and Welfare at Work Act. Staff must carry out their duties in a safe and responsible manner in line with the Hospital Policy as set out in the appropriate department's safety statement, which must be read and understood.</p> <p>Comply with and contribute to the development of policies, procedures, guidelines, and safe professional practice and adhere to relevant legislation, regulations and standards. Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to Peamount. Protection and Care and comply with associated Peamount protocols for implementing and maintaining these standards as appropriate to the role. To support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service.</p> |
| <b>Quality, Risk &amp; Safety Responsibilities</b>   | <p>It is the responsibility of all staff to:</p> <ul style="list-style-type: none"> <li>• Participate and cooperate with legislative and regulatory requirements with regard to Quality, Risk and Safety.</li> <li>• Participate and cooperate with external agencies on safety initiatives as required.</li> <li>• Participate and cooperate with internal and external evaluations of hospital structures, services and processes as required, including but not limited to: <ul style="list-style-type: none"> <li>➤ National Standards for Safer Better Healthcare.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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|                                                             | <ul style="list-style-type: none"> <li>➤ National Standards for the Prevention and Control of Healthcare Associated Infections.</li> <li>➤ HSE Standards and Recommended Practices for Healthcare Records Management</li> <li>➤ Safety audits and other audits specified by the HSE or other regulatory authorities.</li> </ul> <ul style="list-style-type: none"> <li>• To initiate, support and implement quality improvement initiatives in their area which are in keeping with the hospital's continuous quality improvement programme.</li> </ul> <p>It is the responsibility of all managers to ensure compliance with regulatory requirements for Quality, Safety and Risk within their area/department.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Education and Training</b>                               | <ul style="list-style-type: none"> <li>• Participate in mandatory training programmes.</li> <li>• Pursue continuous professional development in order to develop professional knowledge and keep updated with current and legislation.</li> <li>• Participate in mandatory training programmes as required by Peamount Healthcare.</li> <li>• Maintain and develop technical knowledge and competence relevant to mechanical services.</li> <li>• Undertake and maintain the required training, competency assessment and formal appointment to act as an Authorised Person (AP) for the Medical Gas Pipeline System (MGPS), where assigned.</li> <li>• Maintain competency in the duties associated with the MGPS AP role and participate in relevant refresher training and reassessment as required.</li> <li>• Participate in training relating to healthcare engineering, water safety, legionella control, infection prevention and control, health and safety, fire safety, permit-to-work systems and other areas relevant to the role.</li> <li>• Participate in relevant continuing professional development and keep knowledge current in relation to applicable legislation, standards, technology and good practice.</li> <li>• Undertake training required for the safe operation and use of relevant tools, equipment, plant and maintenance systems.</li> </ul> |
| <b>Specific Responsibility for Best Practice in Hygiene</b> | <p>Hygiene in healthcare is defined as <i>“the practice that serves to keep people and the environment clean and prevent infection. It involves preserving one's health, preventing the spread of disease and recognizing, evaluating and controlling health hazards.”</i></p> <ul style="list-style-type: none"> <li>• It is the responsibility of all staff to ensure compliance with hospital hygiene standards, guidelines and practices.</li> <li>• Department heads/ managers have overall responsibility for best practice in hygiene in their area.</li> <li>• It is mandatory to complete hand hygiene training every 2-years and sharps awareness workshops yearly.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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|                                      | <ul style="list-style-type: none"> <li>• Recognise the importance of infection prevention and control when undertaking engineering and maintenance activities within a healthcare environment.</li> <li>• Follow appropriate precautions and controls when working on water systems, ventilation systems, plant rooms and occupied clinical or residential areas.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Governance and Accountability</b> | <ul style="list-style-type: none"> <li>• Ensure that agreed standards, practices, policies and procedures are followed in the delivery of mechanical maintenance services.</li> <li>• Work within the post holder's level of competence, training and delegated authority.</li> <li>• Act as an Authorised Person for the Medical Gas Pipeline System (MGPS) following formal appointment, carrying out the duties assigned to the AP in accordance with the MGPS governance arrangements, relevant standards, procedures and competency requirements.</li> <li>• Support the Facilities Manager and relevant MGPS governance arrangements in maintaining appropriate records and evidence relating to medical gas maintenance, testing, certification, incidents, permits and system status.</li> <li>• Ensure that work requiring specialist qualifications, statutory certification or formal appointment is referred to the appropriate competent person or specialist contractor.</li> <li>• Support the Facilities Manager in maintaining appropriate records and evidence relating to maintenance, compliance, inspections, testing and remedial works.</li> <li>• Ensure that technical issues and risks are appropriately escalated and followed through to resolution.</li> <li>• Support audit, inspection, and compliance activities relevant to role</li> <li>• Maintain confidentiality and comply with Peamount Healthcare policies, procedures and applicable requirements.</li> <li>• Comply with procurement and financial procedures applicable to the role and delegated authority.</li> </ul> |