



HSS REGISTERED

Control Systems Technician
Health Salaried Officers Agreement: Level G5
Position Number: 102567
Facilities Management
Royal Perth Hospital / East Metropolitan Health Service

Reporting Relationships

Manager Facilities Management
 HSO Level G10
 Position Number: 102579



Facilities Operations Manager
 HSO Level G8
 Position Number: 601986



This Position



Directly reporting to this position:

Title	Classification	FTE
• Nil		

← Also reporting to this supervisor:

- Shift Engineer; HSO G6; 5.00FTE
- Control Systems Technician; HSO G5; 2.00FTE
- Tech Officer – Building Ops; HSO G5; 1.00FTE

Key Responsibilities
 Investigates and maintains Hospital Building and Equipment control systems.

EMHS Vision and Values

Our Vision

*Healthy people, amazing care.
Koorda moort, moorditj kwabadak.*

Healthy people refers to the commitment we have as an organisation to ensure our staff, patients and the wider community have access to comprehensive healthcare services, in order to maintain healthy lives.

Amazing care reflects the sentiment of those consumers accessing our healthcare services from feedback provided to us. This common statement resonates with the health service, and reflects our intentions in our practice and work every day.

As a health service which celebrates diversity of culture and languages, it is also important that our vision is shared in the Noongar language.

Our Values

Our Values reflect the qualities that we demonstrate to each other and our community every day. Our staff make a difference every day to the patients, families and consumers they provide care, advice and support to. The EMHS values capture the shared responsibility that we uphold as most important, which are:

- **Kindness** – kindness is represented in the support that we give to one another. This is how we demonstrate genuine care and compassion to each and every person.
- **Excellence** – excellence is the result of always striving to do better. This is represented by constant improvements to the way in which we deliver our services, which results in a high performing health service.
- **Respect** – we demonstrate respect through our actions and behaviours. By showing each other respect, in turn we earn respect.
- **Integrity** – integrity is doing the right thing, knowing it is what we do when people aren't looking that is a true reflection of who we are.
- **Collaboration** – collaboration represents working together in partnership to achieve sustainable health care outcomes for our community with a shared understanding of our priorities.
- **Accountability** – together we have a shared responsibility for ensuring the best health care outcomes for our community. This is a reminder that it is not only our actions, but also the actions we do not do, for which we are accountable.

Brief Summary of Duties (in order of importance)

1. Duties

- Maintains and supports the operation of complex electronic and electrical power, control, surveillance and communication systems.
- Investigates and reports on technical problems associated with complex electrical, electronic and control systems.
- Maintains Departmental databases and records to ensure information remains current and accurate.
- Working from performance briefing, designs and installs alterations and additions to control systems and make changes to control programs as required.
- Provides support to Manager – Facilities Management and other Technical Support Group positions.
- Assists the Facilities Operations Manager with procurement of goods and services relevant to Controls Systems.
- Assists the Facilities Operations Manager with contract management of contracts relevant to Building Management Systems and Security Controls and Monitoring systems.
- Assists the Manager Facilities Management with repairs and upgrades for Controls on Building Management and Security systems across all EMHS sites.

2. EMHS Governance, Safety and Quality Requirements

- Participates in the maintenance of a safe work environment.
- Participates in an annual performance development review.
- Supports the delivery of safe patient care and the consumers' experience including participation in continuous quality improvement activities in accordance with the requirements of the National Safety and Quality Health Service Standards and other recognised health standards.
- Completes mandatory training (including safety and quality training) as relevant to role.
- Performs duties in accordance with Government, WA Health, East Metropolitan Health Service and Departmental / Program specific policies and procedures.
- Abides by the WA Health Code of Conduct, Occupational Safety and Health legislation, the Disability Services Act and the Equal Opportunity Act.

3. Undertakes other duties as directed.

Work Related Requirements

Essential Selection Criteria

1. Trade or vocational qualifications (Advanced Certificate Level) in Electrical, Electronics, Instrument fitting or Control Engineering or equivalent.
2. Significant experience in the operation of building management systems and/or equipment control systems.
3. Demonstrated ability to investigate complex technical problems and effective reporting of recommended solutions.
4. Demonstrated ability to complete assigned duties with minimum supervision.
5. Good interpersonal, verbal and written communication skills with strengths in liaising effectively within a team.
6. Demonstrated high level of PC experience with proven skills in word processing.

Desirable Selection Criteria

1. Demonstrated ability to maintain security access and duress systems.
2. Demonstrated ability to maintain CCTV systems including recording systems.
3. Knowledge of and experience with HVAC and Access Control systems.
4. Demonstrated ability to interrogate and modify control programs and Logic Controllers.
5. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

Appointment Prerequisites

Appointment is subject to:

- Completion of 100 Point Identification Check.
- Successful Criminal Record Screening Clearance.
- Successful Pre-Employment Integrity Check.
- Successful Pre-Employment Health Assessment.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

..... Manager / Supervisor Name Signature	or HE Number Date
..... Dept. / Division Head Name Signature	or HE Number Date

As Occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

..... Occupant Name Signature	or HE Number Date
..... Effective Date				

HSS Registration Details (to be completed by HSS)

..... Created on Last Updated on APRIL 2019
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