

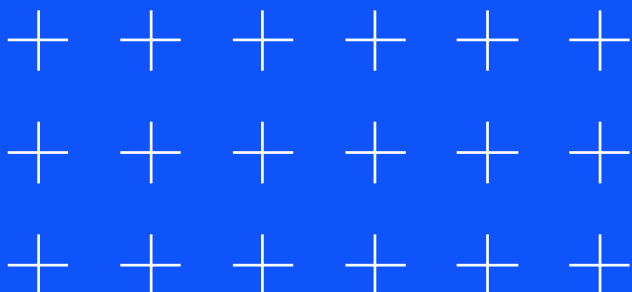


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

**Senior Biomedical Engineer -
Supervisor**

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

Advancing health for everyone, every day.

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability

Position Title:	Senior Biomedical Engineer - Supervisor
Service:	Clinical Engineering
Location:	The Royal Melbourne Hospital
Reports To:	Manager Clinical Engineering
Enterprise Agreement:	Victorian Public Health Sector (Biomedical Engineers) Enterprise Agreement 2024–2028
Classification:	Class 4
Employment Status:	Ongoing (after probation period)
Immunisation Risk Category:	Category B
Date of Review:	July 2026

- Ensuring medical equipment and systems are maintained and safe for clinical use.
- Leading preventive maintenance compliance and monitoring equipment performance.
- Act as the operational lead for Clinical Engineering staff, with direct responsibility for workload allocation, monitoring and day to day supervision of Biomedical Engineers and other Clinical Engineering staff at Class 3 and below.
- Ensuring the safe integration and management of medical systems within the organisation's networked environment.
- Providing expert technical advice on the evaluation, procurement, operation, reliability, and lifecycle management of medical devices.
- Developing and maintaining technical specifications, standard operating procedures, and departmental policies.
- Managing medical technology projects, equipment replacement programs, and associated asset management activities.
- Maintaining accurate and auditable asset, maintenance, and compliance records. Including all network topologies of all medical systems
- Supporting incident investigations, risk management, equipment recalls, and patient safety initiatives.
- Managing data integrity, reporting, analytics, and performance monitoring to support operational and strategic decision-making.

- ## KEY ACCOUNTABILITIES

3. Asset and Technology Lifecycle Management

- Support the planning, procurement, commissioning, lifecycle management, and replacement of medical equipment and systems.
- Develop and implement equipment maintenance strategies and replacement programs to support safe, sustainable, and cost-effective healthcare delivery.
- Facilitate the development, implementation, and review of medical equipment maintenance plans and asset management processes.
- Evaluate and manage maintenance contracts, service agreements, and vendor performance.
- Support the safe integration and management of network-connected medical devices in collaboration with ICT and cybersecurity stakeholders.

4. Quality Improvement, Data and Performance Management

- Maintain high standards of data quality, integrity, and governance within Clinical Engineering information systems.
- Monitor, analyse, and report on operational performance, maintenance compliance, asset utilisation, risks, and lifecycle outcomes.
- Monitor and achieve agreed key performance indicators (KPIs) and service targets.
- Lead and contribute to continuous improvement initiatives, departmental projects, and organisational objectives.
- Maintain current knowledge of developments in Clinical Engineering, healthcare technology, and industry best practice.

- Work collaboratively with consumers, patients, carers, clinicians, vendors, and multidisciplinary teams across Melbourne Health.
- Participate in annual performance development and review processes.
- Undertake approved travel in accordance with organisational requirements.
- Perform other duties commensurate with the classification and responsibilities of the position.

Internal

- ## External

- ## Formal Qualifications

- ## Essential

- Desirable:**

- Senior Biomedical Engineer - Supervisor | Clinical Engineering | 5/7

- Demonstrates Melbourne Health values and behaviours in all aspects of work.
- Achieves agreed portfolio and departmental Key Performance Indicator (KPI) targets, including preventive maintenance compliance, service delivery, quality, and asset management objectives.
- Participates in the annual Performance Development Review (PDR) process and maintains an approved Individual Development Plan. Ensures all direct reports complete annual performance reviews and development plans.
- Completes all mandatory training requirements and ensures compliance with relevant accreditation, legislative, and organisational requirements.
- Contributes to the development, implementation, and achievement of Melbourne Health and Clinical Engineering business plans and strategic objectives.
- Delivers assigned operational activities, projects, and initiatives within agreed timeframes, budgets, and quality standards.
- Maintains accurate and timely reporting, documentation, and asset management records.
- Supports workforce capability development through effective supervision, coaching, and staff development initiatives.
- Maintains a safe working environment and ensures compliance with occupational health and safety, regulatory, and organisational requirements.
- Contributes to continuous improvement initiatives that enhance patient safety, service quality, operational efficiency, and stakeholder satisfaction.

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

- As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.

- We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.

- RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.

- We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.

- Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Date _____