

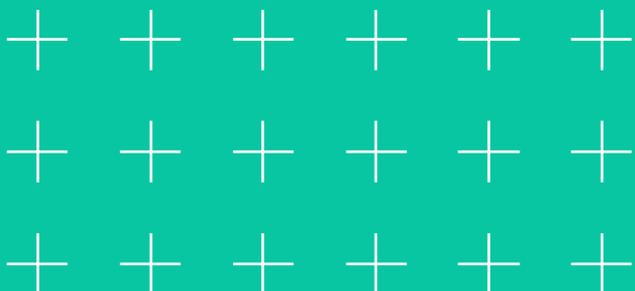
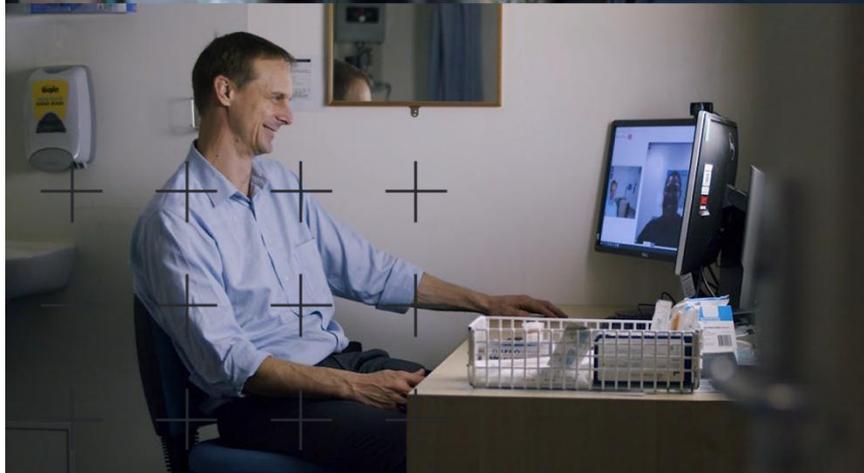


The Royal
Melbourne
Hospital

Advancing
health
for everyone,
every day.

Could this be you?

Join The Royal
Melbourne
Hospital Team



Position Description

Electrician



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

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.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

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**



KEY ACCOUNTABILITIES

MAINTENANCE

- The delivery of maintenance services in line with legislative, customer service commitments, asset performance and value for money. (SLAs)
- Assist in maintaining an appropriate level of spare parts and materials in the Electrical Workshop
- Ensure all internal audits are completed and recommendations communicated and actioned.
- To work a reasonable amount of overtime
- Participate in 24/7 Recall roster.
- Other duties as directed.
- Assist as required in the operation of the preventative maintenance program.

KNOWLEDGE

- Assist building contractors with the knowledge and performance of a shutdown.
- Have a good working knowledge of all building services and systems in the Hospital facilities.
- Have a working knowledge of the computerised maintenance system and be able to complete work order details and maintain asset histories.
- Keep abreast of developments and technology in the Hospital field. Use initiative and make recommendations for alterations or improvements.
- Communicate and liaise with clinical and non-clinical staff/areas to coordinate shutdowns for planned and unplanned maintenance.
- Provide relevant technical guidance as required, to key clinical and non-clinical stakeholders including Capital Works, Facilities Management and the Asset & Projects team.

STANDARDS

- Conduct themselves in a manner appropriate to the primary mission of the Engineering Department, which is the maintenance of all hospital assets in a safe and operational state.
- Be familiar with relevant Hospital policies and procedures.
- Attend appropriate training courses.
- At all times be aware of the requirements of Hospital staff, patients and visitors that may affect or be affected by the performance of their duties and execute these duties in an appropriate manner.
- Maintain all tools and equipment in a secure and serviceable condition.
- Maintain and document a maintenance history including cost and frequency of corrective and planned maintenance.
- Notify appropriate person as soon as possible of defects requiring maintenance.
- Observe all relevant Health and Safety and Plant Safety regulations at all times
- Report any observed hazards as soon as possible
- Take appropriate safety precautions in an emergency and have knowledge of location of safety equipment
- Seek feedback on your work, including participation in the annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Respect that the RMH is a smoke-free environment.

COMMUNICATION

- Identify stakeholders and services impacted by corrective and planned maintenance and ensure they have been appropriately communicated.
- Participate in Appraisal interview between the Incumbent and Supervisor at least annually in accordance with Hospital policy.
- Participate in regular meetings as required for the efficient and effective operation of the Engineering Services
- Work collaboratively with colleagues and key stakeholders across the organisation (internal and external).
- Contribute to organisation-wide and service/division initiatives and planning activities.

KEY RELATIONSHIPS

Internal

- Executive Director, Finance & Logistics
- Director, Facilities Management
- FM Asset Services Group Manager
- Engineering Services Manager
- Engineering Operations Manager
- Engineering Leadership Team
- Trade Staff
- Clinical Engineering
- Helpdesk Manager
- Engineering Assets and Project Manager
- Capital and Minor Works Project Manager
- Director, Capital Works
- Manager's, Facilities Management
- Facilities Coordinator
- Program Director, CAFM
- Procurement Department
- Other Finance & Logistics staff
- Clinical wards/satellites

External

- Victorian Health Building Authority (VHBA)
- External Contractors
- Internal and External auditors
- Energy Safe Victoria
- WorkSafe Victoria

Formal Qualifications

- A Grade Electrician License
- Construction Induction (White Card)
- Driver's License
- Working with Children Check



AT THE RMH WE:

- 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, Effective, 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.

OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**
 - 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.
- **First Nations Commitment**
 - We acknowledge and pay respect to the Traditional Owners of the lands on which we work, and we stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are dedicated to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination.
- **Child Safe Standards**
 - 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.
- **Equal Opportunity and Accessibility**
 - 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.
- **Thriving Together**
 - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

ACCEPTANCE

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.

Employee Signature

Employee Name (please print)

Date