



## Example of Medical Equipment Technician Job Description

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Our growing company is searching for experienced candidates for the position of medical equipment technician. To join our growing team, please review the list of responsibilities and qualifications.

### Responsibilities for medical equipment technician

- Demonstrate working knowledge of the department's inventory and receiving modules by inspecting and verifying the accuracy of all inbound/outbound equipment
- Ensure returned product, equipment totes, and pallets are picked up and returned daily to the designated areas in warehouse
- Manage all medical equipment to ensure proper maintenance by performing quality control checks, preventative maintenance, cleaning/sterilization techniques, and delivery/pickup preparation when servicing facilities
- Manage dispatch operations for the dispatch of medical specialty equipment, arrange transportation of specialty equipment between hospitals and track inventory closely
- Perform telephone communication responsibilities in a professional and courteous manner
- Provide consultation to healthcare professionals (administration, nursing/medical staff, ) regarding implementation, application, operational and training on all standard and specialty medical equipment
- Provide superior customer service by communicating clearly, professionally and timely during all interactions (internally and externally) with customers, hospital personnel, patients, and visitors
- Schedules and performs all routine and preventative maintenance of all equipment
- Reviews and maintains all technical guidelines, manuals, warranties and

- Provides instruction to staff on proper application and operation of equipment

### **Qualifications for medical equipment technician**

- Experience with the operation and repair of medical equipment preferred
- Ability to work unsupervised in the field, exercising discretion and independent judgment
- The ideal Service Technician II candidate will possess a minimum of a High School Diploma or equivalent
- 2-4 years of prior experience as a dental service technician or similar experience
- General computer proficiency, including knowledge of Windows-based programs, familiarity with networking, and experience with peripherals such as printers, backups, scanners, modems, and Category 5 cabling is preferred
- General mechanical aptitude with prior experience in the areas of computer repair, carpentry, plumbing, heating, electricity, and/or electronics is also beneficial