CASTLEFIELD RECRUITMENT

ATLAS
BFW Management Ltd

Head of Medical Engineering



Candidate Pack

October 2026

About Atlas

Established in 2017, Atlas is a private limited company which is a wholly owned subsidiary of Blackpool Teaching Hospitals NHS Foundation Trust.

That means we are owned by the NHS for the NHS - and we are committed to delivering the best services possible and supporting our local community.

The profit we make is returned to the NHS for patient care as well as investing in the development of our team and growing the company for the communities we serve.

Atlas works with clients in both hospitals and community healthcare sites, spanning Blackpool, Fylde and Wyre, north Lancashire and south Cumbria. We also manage properties on behalf of the NHS National Artificial Eye Service from Scotland to England's South West.

Approaching 200 colleagues pride themselves on creating the best possible environment for their patients, services users, staff and visitors.



About the Operations Team

The Operations Team delivers the fully managed healthcare facilities and property management services that Atlas provides to Blackpool Teaching Hospitals NHS Foundation Trust and to clients across Lancashire and south Cumbria. Led by the Director of Operations, the team brings together Estates, Facilities Management, Medical Engineering, Property Services, Capital Developments and Transport, working as one to keep hospitals and community healthcare sites safe, compliant and running every day of the year.

Estates Management - a fully integrated approach to hard facilities management, maintaining the electrical, mechanical and building infrastructure across 18 sites, delivered by people and expertise that leading healthcare providers trust.

Facilities Management - building management, cleaning, catering, portering, waste management and transport services, delivered to NHS cleanliness, food safety and healthcare waste standards.

Medical Engineering - our engineers diagnose, repair and maintain thousands of medical devices so that they remain safe and effective for patients and clinicians, a service that is essential to the daily operation of our clients' hospitals.

Property Services - helping clients to manage their properties efficiently, make the most of the space available to them and align investment decisions with their buildings.

Capital Developments - designing, developing and project-managing the delivery of new and refurbished healthcare buildings that improve the experience of patients, staff and visitors.

Transport - a non-patient, time-critical clinical transport service covering more than 312,000 miles a year, mainly across Lancashire and south Cumbria.



Message from Daniel Emmott - Director of Operations

"Our vision is to be a best-in-class provider of Estates, Facilities and Medical Engineering services, recognised for operational excellence, technical expertise, and a positive, inclusive culture where people can thrive. We are committed to developing people, building high-performing teams and creating an environment that encourages growth, collaboration, accountability, and continuous improvement, enabling us to deliver exceptional outcomes for our patients, staff, and clients."

Our Values

Our Mission

Our mission, or what customers should expect from us, is to deliver safe, effective, cost-efficient services to our clients.

Our Vision

The Atlas vision, or our ambition for the future, is to be recognised as the market leader in the provision of fully managed healthcare facilities and non-clinical services across the local health economy.

C

Client Focussed

We believe in putting our clients' needs at the heart of everything that we do and providing superior quality services that we can be proud of.

A

Accountable

We take ownership of our work and are responsible and accountable for delivering on our commitments to our clients and to each other.

R

Respect

We act in a professional and courteous manner at all times, working together to share knowledge and empower each other to become part of a great team.

E

Enthusiasm

We have a positive, 'Can-do' attitude, which inspires others to do the same and helps us strive to make our vision a reality.

Job Description

Job Title	Head of Medical Engineering
Salary	£63,020 (potential for increase depending on experience)
Business Unit	Medical Engineering (Electronic & Biomedical Engineering - EBME)
Responsible To	Director of Operations
Base	Blackpool
Contract Duration	Permanent
Hours	37.5 hours per week

Job Purpose & Role

The post holder is responsible for leading and managing the Medical Engineering (EBME) service on behalf of Atlas, ensuring delivery in line with contractual obligations and client requirements.

The main tasks of the role are to ensure effective:

- Strategic leadership & service management
- Governance, risk & compliance
- Asset management
- Procurement & contract management of suppliers
- People & performance management
- Data management
- Customer contract monitoring, performance management & reporting

Reporting to the Director of Operations, they will have significant experience in general management together with experience of either asset management or contract management, preferably within a healthcare setting.

Please be aware that with this role you may require a Disclosure and Barring Service (DBS) check; further information will be provided if you are successful for interview.

Key Duties & Responsibilities

Whilst not exhaustive, the following duties represent an indication of the key duties and responsibilities expected of the post holder. The post holder will provide leadership, professional management and direction to all staff within the EBME Department, to enable the effective sharing of knowledge, ideas and skills.

Strategic Leadership & Service Management

- Provide overall leadership and strategic direction for the EBME service, ensuring alignment with organisational and clinical priorities, and support the client organisation in the implementation of medical device strategies and plans.
- Operate within a managed service framework and work in partnership with the client organisation. The client retains responsibility for clinical strategy and medical device selection.
- Lead the development and delivery of long-term medical device strategies, including technology planning and service sustainability.
- Establish and maintain a structured operating model for EBME across acute, community, and equipment library services.
- Ensure delivery within agreed financial parameters and manage the EBME service budget within delegated authority.
- Drive continuous improvement and service transformation programmes in response to evolving healthcare technologies and demand.

Governance, Risk & Compliance

- Ensure compliance with all relevant regulatory standards, including UK medical device regulations and applicable international standards.
- Lead risk management processes for medical devices, focusing on high-risk and life-support equipment.
- Support medical device governance groups (e.g. Medical Devices Management Committee), ensuring structured reporting and oversight.
- Drive the implementation of quality management systems and audit frameworks.
- Be responsible for reporting defects and failures of medical devices direct to the MHRA and liaising with the client's Risk Manager and relevant clinicians regarding actions to avoid harm to patients and/or staff. Assist the MHRA in its investigation of any such defects and provide reports containing complex, sensitive and business-confidential information. The post holder will be authorised to remove devices from service and initiate immediate action to minimise harm.
- Maintain a healthy, safe and productive working environment in line with legal, organisational and professional requirements, conforming to all relevant legislation, policies, procedures and guidelines.
- Ensure the correct implementation of the Trust's Management of Medical Devices Policy and the MHRA Managing Medical Devices (January 2021) guidance, the Medical Device Management document and other associated Medical Device policies.

- Carry out risk assessments and take appropriate action to minimise risks in relation to legislation, policies and procedures. Review the division risk register in relation to medical device maintenance to ensure that identified risks reported to the Trust Board are current and proportionate.
- Ensure the reporting of all accidents, incidents and near misses as per Atlas and its client's policy, acting as the Atlas lead in investigating all serious incidents involving medical equipment.
- Ensure that the department has in place up-to-date, robust contingency plans to meet emergency situations, including the provision of an out-of-hours emergency service, and participate when required in the on-call rota.
- Lead on EBME risk and manage risks effectively, including updating Datix and adding mitigations.

Asset Management

- Ensure that maintenance, repairs and safety checks of all medical devices are undertaken in compliance with MHRA Managing Medical Devices (January 2021) and other relevant standards.
- Advance the service from being a maintenance and repair service to a full asset management service.
- Monitor and manage the progress of both PPM and reactive maintenance jobs utilising the available software solution, ensuring that the department is delivering an effective, efficient and compliant service delivered internally and by external contractors.
- Interrogate and analyse asset data to inform performance reporting, develop improvements and maintain compliance, providing technical advice, data and recommendations to support client decision-making.
- Ensure that the condition of all medical devices is regularly updated on the medical device database and that the data contained within it is accurate and complete.
- Manage the medical device library, ensuring stock levels are appropriate to match demand and that asset locations are known to facilitate the smooth running of the department.
- Ensure that there are robust systems in place to acceptance-test new medical devices and those being returned from third-party maintenance and service providers, and arrange the safe disposal of redundant medical devices, maximising revenue opportunities in doing so.
- Review and instigate changes to work scheduling systems as appropriate to maximise efficiency, effectiveness and good use of resources.
- Ensure that asset costs are captured throughout the asset lifecycle and used to inform repair-or-replace decisions to deliver best value for money and asset utilisation.
- Provide advice and guidance to the client to ensure that informed decisions are made with regards to the client's Medical Equipment Replacement Programme, and manage the provision of advice to the client's Medical Director in relation to compliance with Managing Medical Devices (January 2021).
- Ensure that the department liaises with medical, nursing and other senior staff and patients over operational or performance difficulties, provides specialist technical guidance and training in the correct use of equipment, and liaises with the Trust's Medical Device Training Officers in relation to new developments and training requirements.

Procurement & Contract Management

- Ensure that the department negotiates supply contracts for the procurement of EBME services with other specialist agencies and suppliers, and that these reflect current market prices and value for money for Atlas whilst meeting the performance criteria of our customers.
- Work with the team to develop ideas and opportunities to contribute to Atlas's cost improvement and income generation targets.
- Monitor and maximise the income generated for Atlas via SLAs and service contracts delivered by EBME Services staff and service providers.
- Investigate opportunities to improve the delivery of efficient services through collaboration with key contractors aimed at reducing costs.
- Ensure that the team develops specifications for all services and works closely with other Atlas/Trust leads when tendering for the provision of these services, and lead the mobilisation of any new services or contracts procured within the EBME function.
- Negotiate with external agencies on behalf of Atlas, for example ICB/ICS/LPC/1LSC, on issues such as service delivery, costs and contracts.
- Continue the development of the Medical Engineering Business Unit by working with the team to identify additional medical devices that can be maintained at reduced cost in-house, producing business case reports to identify benefits and savings, and developing and implementing innovative solutions to improve the Medical Engineering services provided.

People & Performance Management

- Line manage professional managers, specialist Medical Engineers, the Medical Equipment Library, the Maintenance Contracts Manager and support staff.
- Ensure that all staff in the department receive the necessary training to carry out the tasks allocated to them safely and efficiently, working within the restraints of the training budget, continuously reviewing the skill mix of staff and promoting appropriate training and career development opportunities through review, objectives and appraisal processes.
- Effectively manage the EBME resource across the site, including recruitment and selection decisions and planning workload priorities to provide an efficient clinical and technical service to meet the needs of users in respect of medical devices.
- Deal with all personnel issues including disciplinary, grievances, special leave, sickness absence and welfare, liaising with the HR department as required.
- Manage and monitor the provision of the telephone helpdesk, which receives repair requests and assists all users with any device queries.
- Ensure that there is a system in place to monitor and manage the quality of the work carried out by both in-house engineers and external contractors.
- Effectively manage changing priorities, meeting deadlines, emergency interruptions due to medical device failure in clinical areas, and attend the scene of untoward incidents for immediate initial investigations.
- Be responsible for the timely provision of management and statistical information for internal and external audiences, including the Atlas Senior Leadership Team (SLT), NHSLA, CQC and national audit surveys.

- Manage various projects as necessary and ensure these are delivered on budget and within agreed timescales.
- Identify and pursue growth opportunities for Atlas, including developing business cases and delivering on approval (aligned to services).

Customer Contract Monitoring, Performance Management & Reporting

- Work with the team to deliver reductions in expenditure whilst still delivering acceptable standards of service delivery.
- As budget holder, have overall responsibility and be accountable for all financial and physical resources within the service, including storage, security and identifying funding and other resources for new service developments, and pursue income generation opportunities with external clients.
- Ensure the Atamis system is up to date and used to manage all EBME contracts, ensuring that there are no expired contracts and that detailed workplans are in place for all replacement/renewal contracts, allowing sufficient time for effective tender processes and contract negotiations.
- Obtain best value for Atlas and its clients by selecting the most cost-effective source for services and goods, complying with Standing Financial Instructions and taking into account UK Procurement Regulations when purchasing services, medical devices or parts.
- Identify and evaluate areas for potential service improvement; lead team meetings and audits as required; provide representation at the Medical Devices Steering Committee hosted by Blackpool Teaching Hospitals, ensuring appropriate substitute representation where unable to attend; and participate in reviews of standards and performance.
- Be responsible for managing the production and implementation of departmental procedures as appropriate and, where required, ensure that the team contributes to client (Trust) policies.
- Review on a regular basis the use of highly complex and complex medical engineering systems to ensure that they continue to meet demand criteria and users' expectations of the service, particularly where such services have a direct impact on clinical care.
- Manage our participation in national benchmarking clubs and use the information and experience gained to improve services, carrying out research on medical devices used, analysing data obtained and discussing at benchmarking meetings to develop improvements.
- Investigate and prepare reports on complaints received from patients, visitors, staff and the public regarding services provided by the Medical Engineering Business Unit.

Other

- Operate at all times to high standards of probity, including compliance with health and safety regulations; all policies and procedures approved by Atlas and its clients; Atlas and its clients' Standing Financial Instructions; GDPR and FOI Acts; the limitations of the role; professional codes of conduct; and all policies and procedures relating to infection prevention and control as relevant to the post.
- Conduct oneself in meetings professionally and be able to be entrusted with sensitive information; demonstrate effective negotiation, public relations and presentation skills; and contribute to achieving and maintaining quality outcomes and standards.

- Ensure compliance with Data Protection Act and General Data Protection Regulation principles and promote Information Governance. Each member of the Atlas team is personally responsible for ensuring the confidentiality of information whilst carrying out the duties of the post; any breaches in confidentiality will be dealt with by the Atlas Disciplinary Procedure and may result in dismissal.
- Work independently and be responsible for their own day-to-day planning and organisation required to fulfil the duties and responsibilities of the post.
- Act in a way that is compliant with Standing Orders and Standing Financial Instructions in the discharge of budget management responsibilities and, as budget holder for assigned functions and teams, be responsible for ensuring that pay and non-pay expenditure within the department is managed appropriately and within budget, with the appropriate documentation available for scrutiny.
- Ensure that all official records are maintained as appropriate, and undertake any other duties deemed commensurate with the post.

Please Note

This job description is not intended to be exhaustive, and it is likely that duties may be altered from time to time, in the light of changing circumstances and following discussions with the post holder.

The post holder may be required to work across the Company at any time throughout the duration of their contract, which may entail travel and working at a different location.

Person Specification

Core Behaviours

The post holder will be expected to demonstrate certain core behaviours, namely:

Adaptability/Flexibility

- Adapts to change, is open to new ideas, takes on new responsibilities, handles pressure, and adjusts plans to meet changing needs.
- Is committed and flexible to undertaking a range of tasks if necessary.

Customer Focus

- Builds customer confidence, is committed to increasing customer satisfaction, sets achievable customer expectations, assumes responsibility for solving customer problems, ensures commitments to customers are met, solicits opinions and ideas from customers, and responds to internal and external customers.

Attitude & Initiative

- Tackles problems and takes independent action, seeks out new responsibilities, acts on opportunities, generates new ideas, and practices self-development.
- Is able to take initiative and work autonomously, and has a friendly, approachable personality, with a good work ethic.

Interpersonal Skills

- Has good listening skills, builds strong relationships, is flexible and open-minded, communicates effectively, solicits performance feedback, and handles constructive criticism.
- Demonstrates professional behaviour and leadership at all times and can be entrusted with sensitive information.

Teamwork

- Meets all team deadlines and responsibilities, listens to others and values their opinions, helps other employees to meet their goals, welcomes newcomers, and promotes a positive and collaborative team atmosphere.

Self-Development

- Seeks out and accepts feedback, is a proactive learner, takes on challenging assignments to improve their skills, keeps their knowledge and skills up to date, and turns mistakes into learning opportunities.
- Has excellent organisation skills and takes pride in their work, demonstrating attention to detail.

Developing Others

- Identifies and provides opportunities to improve the capability of others by highlighting the development needs of people; constructs and executes development plans and looks for opportunities in allocating tasks to develop people.
- Conducts frequent review and feedback sessions to develop direct reports; is a people builder and consciously acts as a role model for others.

Gaining Commitment

- Encourages others to be emotionally and intellectually committed to a course of action by communicating and providing leadership, and by informing others of how their work connects to the bigger picture, inspiring and motivating individuals and teams.
- Communicates an inspiring vision or sense of purpose and expresses positive expectations of others, whilst giving encouragement.

Behaviour

The post holder is expected to ensure that their behaviour is consistent with Atlas's values at all times and is expected to:

- Demonstrate the principles of the Atlas Behavioural Framework.
- Support the aims and vision of the Company.
- Act with honesty and integrity at all times.
- Be a positive ambassador for Atlas.
- Demonstrate high standards of personal conduct.
- Value and respect colleagues.
- Work with others to develop and improve the services of the Company.
- Uphold Atlas's commitment to equality and diversity.
- Take personal responsibility for their words, deeds and actions, and the quality of the service that they deliver.
- Behave appropriately and professionally at all times, particularly when representing Atlas.

Qualifications & Experience

In order to be shortlisted you must demonstrate you meet all the essential criteria and as much of the desirable as possible. When a large volume of applications is received for a vacancy and most applicants meet the essential criteria, the desirable criteria are used to produce the shortlist.

Criteria	Essential	Desirable	Evidence By
Education & Qualifications	• Relevant degree or equivalent relevant experience. • Evidence of continuing personal and professional development.	• Management or professional qualification at postgraduate level. • Membership of a relevant professional institute. • Registered with the Engineering Council as an Incorporated or Chartered Engineer. • Recognised management qualification.	A, I
Knowledge	• Significant experience in the technical evaluation and management of medical devices. • Management experience including finance/budgetary, HR and service redesign. • Proven performance management of services and delivery of targets within agreed timescales.	• ISO 9001 accredited experience within a healthcare environment.	A, I
Experience	• Experience of managing a team of technically qualified staff. • Substantial NHS specialist experience in all aspects of the management of clinical equipment, or equivalent technical experience. • Experience of working under a Quality Management System.	• Extensive knowledge of test procedures used to verify the safety and performance of a wide range of medical equipment. • Experience of working in a hospital environment.	A, I

Criteria	Essential	Desirable	Evidence By
Skills & Abilities	• Knowledge of statutory, regulatory and governance obligations relating to medical equipment acquisition, usage and upkeep. • Well-developed leadership and motivational skills; excellent planning and organisational skills. • Self-motivated and flexible, with the interpersonal skills to develop, motivate and maintain effective teams and manage a demanding and challenging workload. • IT literate. • High level of written and verbal communication skills, including presentation skills.		A, I
Work Related Circumstances	• Occupational Health clearance. • Flexible and willing to work extended hours; physical effort e.g. lifting. • Knowledge of procedures and safe working practices for handling equipment containing or contaminated with unpleasant substances, including body fluids.		I

Key - how assessed

A = Application form	I = Interview
C = Copies of certificates	T = Test or exercise
P = Presentation	R = References

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Get in Touch

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