

## POSITION DESCRIPTION

DATE APPROVED: JANUARY 2026

Employer:	Adara Development (Uganda)
Location:	Based at Kiwoko Hospital, Nakaseke District
Employment status:	1 year contract – 0.6 FTE
Reports to:	Deputy Director of Maternal, Newborn and Child Health
Direct reports:	None

## OVERALL JOB GOAL

The Biomedical Engineer is responsible for ensuring proper installation, maintenance and functionality of medical equipment supplied by Adara to health facilities. The Biomedical Engineer will play a pivotal role in strengthening the capacity of AdaraNewborn health facilities to effectively manage and sustain critical neonatal and maternal care equipment. This position is focused on building facility-level expertise through hands-on training, mentorship, and continuous professional development for biomedical technicians, clinicians, and equipment users. By developing practical tools, delivering structured training programs, and fostering a culture of preventive maintenance and proper equipment utilization, the Biomedical Engineer will ensure that life-saving technologies are used safely, efficiently, and sustainably to improve outcomes for mothers and babies.

## KEY RESPONSIBILITIES

### 1. Training and Capacity Building

- Train clinicians and health facility staff in AdaraNewborn partner facilities on the proper use and care of medical equipment through demonstrations, quick-start guides, and videos.
- Train, mentor and support biomedical technicians and apprentices at partner facilities to build local capacity for equipment management and sustainability.

### 2. Equipment Management and Maintenance

- Implement and oversee biomedical maintenance programs at AdaraNewborn partner facilities, ensuring preventive maintenance schedules are completed on time and according to manufacturer guidelines.
- Conduct regular site visits to assess equipment functionality and identify gaps; provide recommendations for improvement.
- Oversee installation, calibration, maintenance and timely repair of medical equipment (e.g., Radiant warmers, oxygen concentrators, monitors etc) to support clinical operations.
- Maintain accurate records of equipment inventory, service schedules, and compliance reports.
- Ensure adherence to hospital policies, Ministry of Health guidelines, and international standards (ISO, WHO).
- Collaborate with clinical and procurement teams to evaluate and recommend suitable medical technologies for the health facilities by preparing specifications for equipment, spares, and consumables, and maintain a preferred supplier list.

### 3. Systems Strengthening and Knowledge Sharing

- Contribute to the development of training materials and digital resources for clinicians and technicians, including developing and updating standard operating procedures for equipment use, maintenance, and disposal.
- Work collaboratively with district and regional health authorities to strengthen biomedical systems

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and capacity.

#### **4. Other Duties**

- Undertake any other tasks as assigned by the Adara leadership that are consistent with the role and further the objectives of Adara Development.

#### **QUALIFICATIONS AND EXPERIENCE**

- Bachelor's degree in Biomedical Engineering or related field.
- Minimum 3–5 years of experience in medical equipment installation and maintenance.
- Strong technical knowledge of biomedical equipment used in neonatal and maternal care settings. Hands-on experience in troubleshooting and maintaining biomedical devices.
- Familiarity with Uganda's healthcare regulations and safety standards.
- Excellent communication and training skills for diverse audiences.
- Ability to work under pressure in clinical settings.

#### **COMPETENCIES**

- Excellent writing and communication skills, with the ability to translate technical content into clear, accessible messages.
- Strong understanding of Uganda's health system and national MNCH priorities.
- Experience engaging with government, development partners, or academic collaborators.
- Proficiency in computer-based tools for record keeping and reporting.
- Proficiency in Microsoft Office and digital content tools.
- Excellent collaboration skills, with the ability to work across disciplines and geographies.
- Passion for health equity and social justice, with a commitment to Adara's mission and values.
- Be willing to undergo police check, as you may be working with children when on project sites.

**THE ADARA GROUP IS A CHILD SAFE ORGANISATION.**

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# OUR CULTURE AND VALUES

WE, THE ADARA FAMILY, UPHOLD THESE VALUES AT ALL TIMES...

## COMPASSION

- Our reason to be is to provide support to vulnerable women, children and their communities living in extreme poverty.
- We believe everyone has a right to health and education services no matter where they live

## TEAM WORK

- We work as a team and we support each other.
- We are open, honest, and kind.
- Failure and mistakes are OK – this is how we learn and grow.
- We make Adara a happy and productive place to work.

## MUTUAL RESPECT

- We listen to other people's point of view
- We celebrate and promote diversity
- We abhor discrimination in any form

## INTEGRITY AND EXCELLENCE

- We act with deep respect, integrity and humility
- We strive to be fair to everyone on the team
- We work to a standard of excellence

## PASSION

- We work hard
- We laugh and we have fun
- We are optimistic and positive
- We don't count hours: we measure outcomes

## UNCONVENTIONALITY

- We think outside the box
- We are not afraid to be different

