

## Position Description

### CSSD Technician / Trainee

**Reports to:** Team Leader CSSD

**Purpose:**

To assist with the delivery process of sterile instruments and equipment for the Theatre Department.

Essential skills	Highly desirable skills
Hold or be prepared to work towards a sterilising Technology qualification	
Thorough and meticulous work habits	
Able to work independently	
Good communication and interpersonal skills	
A positive approach to working in a busy team	
Able to work under pressure	
Be able to work flexible rostered shifts including overtime	

**Key relationships:**

**Internal:** Clinical Services Manager; CSSD Team Leader; CSSD Team; Theatre Coordinator; Clinical Resource Nurse; Theatre Nursing Staff

**External:** Northland DHB CSSD; Northland Orthopaedic Centre CSSD; Loan Equipment Companies; Clinical Support Staff; Courier Drivers

Key Accountabilities	
Sterilising	<ul style="list-style-type: none"> <li>• Cleaning, packing and sterilising of surgical instruments and Endoscopy equipment following NZ Sterilising Standards and Kensington Hospital Policies and Procedures.</li> <li>• Checking in, packing and arranging delivery of 'loan' equipment from Surgical Companies and Whangarei Base Hospital.</li> </ul>
Service and Relationships	<ul style="list-style-type: none"> <li>• Develops and promotes positive working relationships with all internal and external stakeholders.</li> <li>• Liaise effectively and constructively with attending specialists, Company Representatives and nursing staff.</li> </ul>
Health and Safety	<ul style="list-style-type: none"> <li>• Maintain a safe and appropriate work environment, engage in safe workplace practices, and manage health and safety for reporting staff and others. Report accidents, risks and incidents as they arise.</li> </ul>
General	<ul style="list-style-type: none"> <li>• Upholds and promotes company values, house rules, policies and protocols</li> <li>• Follows OSH, Privacy and Infection Control policies and guidelines. Actively participates in Infection control, OSH and quality improvement/risk management programmes as requested and complies with Company hazard and accident reporting process</li> <li>• Recognises and respects cultural differences and the application of Treaty of Waitangi Principles.</li> </ul>
Personal Development	<ul style="list-style-type: none"> <li>• Accepts responsibility for, and takes part in ongoing education and professional development relevant to their position.</li> <li>• Demonstrates professional accountability in attending all mandatory education as required by Kensington Hospital.</li> <li>• To become a registered technician with the NZSSA.</li> </ul>

Employer Name (Print):	
Signature:	Date: