University System of Maryland
Job Class Specification

TITLE: MED-SIMULATION TECHNICIAN	JOB CODE: N11MSU
FLSA: NONEXEMPT	JOB TYPE: SYSTEMWIDE
EEO6: H50	JOB FAMILY/SERIES: MEDICAL
IPEDS-SOC: 17-3023	

APPROVED BY: Chancellor's Designee: EFFECTIVE DATE: 3/6/2014
              Joann Goedert, Associate Vice Chancellor

JOB SUMMARY

Under general supervision, provides technical and non-technical skills to support medical simulation based training.

PRIMARY DUTIES

1. Prepares, integrates, and provides support for the high and low fidelity simulation trainers and associated equipment.
2. Prepares and maintains equipment, media, computers, and materials related to simulation learning with support as needed.
3. Assists in role playing applications, props placement, and moulage for simulation based training.
4. Operates the mannequins, equipment, media, and computers for simulations under guidance of senior staff.
5. Supports other simulation sessions, trainings, tours, and events for internal and external groups and/or individuals.
6. Serves as a resource and assists with training instructors and staff in the use of simulation equipment under the direction of the immediate supervisor.
7. Assists senior staff with the purchasing and maintenance of inventory of supplies and equipment for simulation.
8. Collaborates with senior staff for maintenance and repair of simulation equipment and documents actions taken.
9. Creates and maintains simulation operation manuals and guides in conjunction with senior staff so that technical information can be understood by others with less expertise.
10. Keeps abreast with new developments in simulation technology.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Incumbents perform other related duties assigned. Specific duties and responsibilities may vary based upon departmental needs.

MINIMUM QUALIFICATIONS

EDUCATION: Associates Degree in related field.

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EXPERIENCE:: One year of experience with hardware and software support which includes user support, user training, and/or programming.

OTHER:

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

Working knowledge of applicable computer hardware or software applications and systems. Ability to solve technical problems. Skill in operating supported computers and peripherals. Ability to lift and transport computer equipment and supplies. Ability to work in, on, around, over and under fixed equipment and machinery. Ability to communicate effectively both verbally and in writing to provide guidance and instruction to others; good customer service skills.

OTHER: Except for qualifications established by law, additional related experience and formal education in which one has gained the knowledge, skills, and abilities required for full performance of the work of the job class may be substituted for the education or experience requirement on a year-for-year basis with 30 college credits being equivalent to one year of experience.

CONDITIONS OF EMPLOYMENT

Candidates selected for employment may be subject to medical inquiries and/or medical examinations to determine ability to perform the job.