



Facilities Consultant, HMMS - 1 position	Posting #: 52701
HMMS	Posting Date: March 08, 2024
Healthcare Materials Management - London, ON	Submission Deadline: March 21, 2024
Full Time	Wade Baillie, Human Resources
Non-Union	

HMMS is a joint venture between St. Joseph's Health Care London and London Health Sciences Centre, that has been operating since 1997 providing consolidated functions of Sourcing, Contract Management, Purchasing, Accounts Payable, Logistics, Supply Chain Systems and Inventory Management for the London Hospitals and numerous healthcare organizations throughout Southwestern Ontario.

As a full service supply chain organization, HMMS interacts with over 9,000 suppliers to provide an item catalogue of over 90,000 active items. Learn more about HMMS through this short online video.

<https://www.youtube.com/watch?app=desktop&v=uhi8PSwKTOI>

Reporting to HMMS Leadership, this position is an important contributor to the delivery of essential supply chain services to healthcare providers throughout southwestern Ontario who rely on HMMS. HMMS owns and rents numerous facilities and pieces of equipment that require preventative and reactive maintenance strategies.

This position carries out a multitude of independent and interrelated projects that will ensure safe, efficient and affordable facilities and major equipment, by performing skilled trade duties and by coordinating the activities of 3rd party trades and suppliers as needed, proposing initiatives and overseeing strategic projects. Through project management techniques, resources are allocated effectively and efficiently in order to meet key timelines and User/Staff expectations.

This position is instrumental in coordinating the development, implementation and evaluation of all aspects of HMMS' emergency management program and fire prevention program. The successful incumbent will work with the department leadership to ensure that any risk areas/hazards are addressed in a timely fashion, will develop, train and communicate fire safety plans and processes for all HMMS sites and will conduct fire drills and other emergency drills to ensure understanding and awareness of all staff. This position will also be responsible for communicating and facilitating changes required for new policies and/or legislation that relates to emergency management and fire prevention and ensuring timely and compliant access to all relevant MSDS for products stored at HMMS. In addition, this role will be responsible for monthly and annual reviews, audits, inspections and training relating to safety equipment, processes and standards.

Essential Qualifications

- A current Skilled Trades Certificate of Qualification or Bachelor's Degree in a related field (i.e. Mechanical Engineering) required
- Excellent interpersonal and communication skills (oral, written and electronic)
- Excellent organizational skill and ability to co-ordinate project details and implementation with HMMS's staff, consultants and contractors.
- Strong project management and detailed construction knowledge is essential along with managing conflict resolution and awareness.
- Ability to investigate, analyze project scope and prepare required documents including cost estimates.
- Clear understanding of the Occupational Health & Safety Act and Protection of the Environment Operations Act and other relevant Legislation.
- Experience

- Previous experience in project managing large multi-disciplined institutional projects. Related experience in health care setting is preferred.
- Experience in operating and maintaining project-tracking systems, cost programs, scheduling software and office software program applications.
- Preferred
- Designation from an accredited professional organization (Project Management Institute, Building Owners & Managers International, Association of Architectural Technologists of Ontario, Ontario Association of Certified Engineering Technicians and Technologists, is preferred.
- Strong working knowledge of Ontario Building Code, Ontario Electrical Safety Code, OHSA, ASHRAE standards and applicable CSA/CAN standards for health care facilities, will be an asset.
- Experience in emergency response planning an asset

Immunization Requirements

- Provide documentation you have received two doses of the Covid-19 vaccine (primary series, boosters and/or XBB) OR one dose of XBB vaccine at least 14 days prior to the start date
- Provide vaccination records or proof of immunity against measles, mumps, rubella and varicella (chicken pox)
- Provide documentation of the Tuberculosis skin testing

Your interest in this opportunity is appreciated.

Human Resources and Leaders use your profile information to evaluate your application for the vacancies you apply to. Only those under consideration will be contacted.