Decision Support Analyst, HMMS - 2 positions	Posting #: 54309
HMMS	Posting Date: January 13, 2025
Healthcare Materials Management - London, ON	Submission Deadline: January 19, 2025
Full Time	Andrew Harriman-Duke, Human Resources
Non-Union	Salary Range: $33.59 - $39.54 /hour

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 thousands of suppliers to provide an item catalogue of over 90,000 active items; notably ~5,000 that are stocked in our warehouse. Learn more about HMMS through this short online video. https://www.youtube.com/watch?app=desktop&v=uhi8PSwKTOI

As Decision Support Analyst, reporting to the Department Director, you will perform a wide array of duties within the Decision Support department which include:

Collect, compile and interpret data from HMMS systems (Allscripts, WMS, Salesforce, SmartSheets, PowerBI, etc.)

Collect, compile and interpret data from external sources (Industry publications, EDI Platforms, Customer/Affiliate systems, Logistic provider portals etc.)

Develop and maintain Key Performance Indicators, or at the request of leadership, for internal and external stakeholders

Conduct external market analysis i.e. customer and supplier research, industry benchmarking, sector trends etc. to measure performance, meet a business request or uncover an opportunity for improvement

provide and coordinate technical support for customer facing reporting tools;

Build customized reports and presentations based on above data for leadership, specialists or the most responsible stakeholders within a project framework to measure performance, meet a business request or uncover an improvement opportunity

Research quality improvement & change management tools to facilitate change within organization

Essential Qualifications

- Post-secondary diploma in Business, Technology, or Health related
- Minimum 2 years relevant experience providing data analysis
- Advanced Excel
- Experience with Power BI or other Business Intelligence software
- Knowledge of a Safety Culture in a Health Care Setting in compliance with the OHSA
- Excellent organizational skills and attention to detail and timelines
- Ability to work independently and collaboratively
- Ability to work in a fast-paced environment
- Strong problem solving and analytical skills
- Demonstrate initiative
- Strong Interpersonal skills
- Basic programming skills would be an asset (SQL, Python etc.)
- Excellent computer skills including demonstrated advanced knowledge of Excel

Preferred Qualifications

- Experience with PowerBi or other Business Intelligence software
- Experience utilizing quality improvement tools (Six Sigma, PDSA, Root Cause Analysis, FMEA etc.)

- Proficiency in French would be an asset

Immunization Requirements

- Provide vaccination records or proof of immunity against measles, mumps rubella, varicella (chicken pox), Hepatitis B, COVID-19 and influenza.
- Provide documentation of the Tuberculosis skin testing