



Quality Control Representative - 1 position	Posting #: 55465
HMMS	Posting Date: August 22, 2025
Healthcare Materials Management - London, ON	Submission Deadline: August 28, 2025
Regular Part Time	Andrew Harriman-Duke, Human Resources
Non-Union	Salary Range: \$29.11 - \$34.23 /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 a Quality Control Associate within the Warehouse Team, you will be responsible for slotting of locations, dimensions and weights of inventory, investigating discrepancies, cycle counting stock, root cause analysis of quality gaps, and audits of dispositioned inventory. This will ensure that the warehouse is running effectively and that orders are shipped to satisfy all customer requirements.

#### Essential Qualifications

- Secondary (high) school diploma plus a certificate in business, supply chain services or related field
- 1 year previous experience in inventory and logistics related field
- Knowledge of a Safety Culture in a Health Care Setting in compliance with the OHSA
- Strong interpersonal skills with a demonstrated customer service focus and ability to develop positive relationships
- Excellent written and verbal communication skills
- Demonstrated computer experience, particularly working with computerized purchasing, accounts payable and inventory management systems
- Demonstrated ability to offer and receive constructive feedback with fellow team members
- Demonstrated self-awareness and an understanding of personal strengths and weaknesses in pursuit of continuous improvement
- Proficient Microsoft Office Skills
- Excellent organizational skills
- Ability to work independently and function as part of a team
- Shows initiative

#### Preferred Qualifications

- Graduate of a recognized Post-Secondary School Diploma in a business-related field
- APICS, 6 Sigma, or PLog certifications
- Smart Sheet Skills

#### 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
- Your interest in this opportunity is appreciated. Human Resources and Leaders use your profile information to evaluate your application for the vacancies that you apply to. Only those under consideration will be contacted

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