Sourcing Specialist, HMMS - 1 position	Posting #: 57279
HMMS	Posting Date: November 03, 2026
Healthcare Materials Management - London, ON	Submission Deadline: November 09, 2026
Temporary Full Time	Andrew Harriman-Duke, Human Resources
Non-Union	Salary Range: $45.96 - $54.06 /hour

Temporary assignment anticipated to extend to August 31, 2027, subject to the availability of work

HMMS 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

Reporting to the Manager, Strategic Sourcing, this position is responsible for leading competitive bidding activities from planning through award for a defined group of customers. Measurable outcomes include savings generated through negotiation as cost reductions or cost avoidance and percent of customers' spend on a BPS compliant contract.

The primary responsibilities of this role include:
• To fully understand the voice of the customer and HMMS operations with respect to the need for goods and services.
• Lead competitive sourcing initiatives in accordance with applicable legislation, procurement directives issued under the Broader Public Sector Accountability Act, and organizational policies.
• Manage competitive bidding activities such as develop RFx documentation, facilitate evaluation committees and stakeholder groups to support fair, transparent and objective procurement decisions, conduct supplier and market analysis, support supplier negotiations and support contract development, and finalization.
• Provide procurement and sourcing subject matter expertise to customers.

This role is expected to work collaboratively with internal and external stakeholders to understand business requirements and make recommendations to their customers that involve sourcing strategies based on market awareness, product knowledge and vendor relationships.

Performance is monitored through a number of Key Performance Indicators related to off-contract spend, revenue generation and cost savings achieved.

Essential Qualifications

- Diploma in Business
- 3 to 5 years previous purchasing, negotiating or facilitating experience.
- Understanding of Health Care Supply Chain leading practices.
- Strong business analysis skills.
- Knowledge of basic accounting principles.
- Strong written and verbal communications skills.

- Evidence of ongoing professional development.
- Excellent organizational skills.
- Demonstrates initiative.
- Ability to resolve conflict.
- 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.
- Demonstrated experience leading complex projects resulting in cost savings, improved efficiency and/or process improvement.
- Knowledge of a Safety Culture in a Health Care Setting in compliance with the OHSA

Preferred Qualifications

- Bachelor's Degree in Business or a related field
- Ontario Public Buyers, Supply Chain Management Professional
- 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

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.