Student, HMMS - Supply Chain Technology - 1 position	Posting #: 57451
HMMS - Supply Chain Technology	Posting Date: November 27, 2026
Healthcare Materials Management - London, ON	Submission Deadline: December 09, 2026
Temporary Full Time	Stacy Kearns, Human Resources
Non-Union	Salary Range: $17.95 - $17.95 /hour

This is a temporary full-time opportunity anticipated April 30, 2027, subject to the availability of work.

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 Student in the Supply Chain Technology Department, reporting to the Department Coordinator, you will gain work experience assisting with ongoing educational training and skill development. You will perform a wide array of duties within the Supply Chain Technology Department which will include supporting the Enterprise Resource Planning (ERP) and the Warehouse Management system (WMS) applications.

You will provide customer service, relationship management, development and coaching by building positive client and peer relations by delivering high quality customer service. You will act as help desk support for users' day to day problems and questions, resolve application or technical questions/ issues that are presented to the team and provide support for issues reported through our HMMS Systems Helpdesk. You will be a liaison between users and Information Technology Business Solutions, as well as a primary liaison between user and system application vendors.

By taking technical direction from senior staff, you will assist with analyzing, evaluating, implementing, and supporting hardware, software and systems issues. This position will be the key person involved with hardware and software inventory and lifecycle replacement, handling installations, providing support of PCs, laptops, printers and peripherals and conducting software installation and creating software packages for distribution.

In addition, you will help train and support users on new applications, changes and upgrades and/or recommend external training resources and coordinate effective training schedules. You would be involved in the installation, training, support and troubleshooting of wireless warehouse and ERP handhelds, writing technical documentation and manuals and assisting with end user training.

Essential Qualifications

- Currently enrolled in post-secondary education in Supply Chain Management, Business Logistics, or Information Technology
- Secondary (High) School Diploma
- Highly motivated and determined
- Communication Skills (written, oral)

- Attention to detail
- Analytical and problem-solving abilities
- Works well in team environment or individually
- Proficiency in the use of Outlook
- Knowledge of a Safety Culture in compliance with the OHSA

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.