



## Our Purpose: We Touch Lives with Care

N26-11

### Medical Laboratory Assistant – Laboratory – Temporary Part-Time

The Medical Laboratory Assistant (MLA) plays a vital role in supporting laboratory operations and ensuring accurate and timely diagnostic testing. This position is responsible for specimen collection, preparation, and processing in accordance with hospital policies, procedures, and the Standards of Practice for MLA/T as outlined by the Medical Laboratory Professionals in Ontario (MLPAO). The MLA works collaboratively with healthcare professionals to prioritize patient testing and maintain high standards of quality and safety.

#### Primary Duties

- Follow Standards of Practice for MLA/T (Medical Laboratory Assistant/Technician) per Medical Laboratory Professionals in Ontario (MLPAO)
- Follows hospital policies and procedures
- Follows written procedures in collection and receiving of specimens, including specimen rejection and relative documentation
- Inform clients of test preparation for specimen collection, ECG, and Holter monitor testing
- Communicate effectively with healthcare professionals regarding prioritization of specimen collection and patient testing
- Completes ECG (Electrocardiogram) and Holter monitor testing including documentation
- Collect, label and prepare patient samples (blood, urine, body fluids) for testing
- Operate and maintain laboratory equipment, ensuring proper functionality
- Perform routine laboratory tests and assist in more complex procedures
- Prepare specimens for referral to reference laboratories
- Maintain accurate patient records and ensure proper documentation
- Follow safety protocols and handle hazardous materials responsibly
- Assists with student training
- Assists with inventory management by requesting supplies as needed
- Maintains confidentiality of records and information
- Is knowledgeable of the quality management system

#### Education & Experience

- Medical Laboratory Assistant/Technician certification from Medical Laboratory Professionals Association of Ontario (MLPAO) or Canadian Society for Medical Laboratory Science (CSMLS)
- Secondary School Diploma

#### Skills & Abilities

- Able to demonstrate competencies as outlined by the OSMT for MLA/T
- Specimen procurement and handling, processing and data collection
- Excellent verbal and written communication skills

- Computer skills, Epic and Microsoft Office are an asset
- Ability to work accurately and efficiently in a fast-paced environment.
- Excellent organizational and time management skills to prioritize duties.
- Excellent interpersonal skills and the ability to work well with patients, staff and physicians
- Experience with operating and performing maintenance for routine laboratory analyzers is an asset
- Experience with operating ECG/Holter instruments, fax machines
- Demonstrated ability to foster an inclusive workplace culture that values diversity and promotes equity and belonging.

**Compensation Disclosure: \$35.18 to \$43.84**

**AI Disclosure:** If any AI or automated tools are used during the screening or selection process, all results will be reviewed by a member of our HR team before any hiring decisions are made.

**Vacancy Status:** This posting is for an existing vacancy.

**Accessibility Statement (AODA):** We thank all applicants for their interest in Campbellford Memorial Hospital. To promote employment equity, we welcome applications from all qualified individuals including Indigenous persons, immigrants, members of minority groups, women, and persons with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

**How to Apply:**

Applications, quoting competition **N26-11** will be accepted by Jennifer Bonnici Elias, Human Resources Advisor via email at [careers@cmh.ca](mailto:careers@cmh.ca)

**Accommodations:** If you require accommodations during any part of the application process, please notify **Jennifer Bonnici Elias** at [jbonnicielias@cmh.ca](mailto:jbonnicielias@cmh.ca). All requests will be handled in confidence in compliance with accessibility standards.

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**Campbellford  
Memorial Hospital**

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