

C25-02

JOB POSTING – CUPE LOCAL 2247

POSITION: **Temp Part-Time – Materials Management
Porter**

QUALIFICATIONS:

- Secondary School Diploma
- Experience working within a storeroom
- environment

REQUIRED:

- Strong computer skills/knowledge related to materials management and inventory control procedures, including Microsoft Office Suite
- Knowledge of health care supplies
- Demonstrated ability to prioritize workflow
- Ability to effectively communicate verbally and in writing
- Physically able to cope with moderately heavy workload on a regular basis
- Ability to work as a team player as well as independently
- Must perform duties with accuracy, in order to meet deadlines effectively and consistently

HOURS OF WORK: Casual hours as required

DUTIES: Knowledge and skills as defined by Campbellford Memorial Hospital Job Description for a Receiver/Porter.

WAGE RATE: As per the Collective Agreement.

CONDITIONS OF EMPLOYMENT: The terms and conditions are in accordance with the Collective Agreement between the Hospital and CUPE Local 2247.

Applications, **quoting competition number C25-02** will be accepted until **1600 hours on Tuesday, January 21st 2025**, via email by Emma MacPherson, Human Resources Advisor, Campbellford Memorial Hospital (emacpherson@cmh.ca)