

**Medical Laboratory Assistant
Temporary Part-Time**

N25-08

Campbellford Memorial Hospital is looking for a Medical Laboratory Assistant for a temporary part-time position. If you have a keen eye for detail, strong organizational skills and a passion for healthcare, we encourage you to apply!

Primary Duties

- Follows 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
- Informs 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 for supplies as needed
- Maintains confidentiality of records and information
- Is knowledgeable of the quality management system

Education:

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

Required Qualifications:

- 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, photocopiers and phones
- Demonstrated ability to foster an inclusive workplace culture that values diversity and promotes equity and belonging.

How to Apply: Email your resume and cover letter to jbonnicielas@cmh.ca with the job title and competition number **N25-08** in the subject line. Due to a high volume of applicants, only those selected for an interview will be contacted.

Our Hospital: Campbellford Memorial Hospital is looking for compassionate and innovative team members to join our team. At CMH we have a 34-bed in-patient unit, Emergency Department, Day Surgery, Diagnostic Imaging, Laboratory and more. We serve the area between Peterborough and Belleville, providing the only Hospital between these two larger centers. Apply today to become part of our proud team of warm and caring professionals!

Our Community: Campbellford is a small, picturesque town in the heart of the municipality of Trent Hills. Living in Trent Hills will bring you closer to nature, offering an outdoor lifestyle with proximity to the Trent Severn Waterway, O8Ferris Provincial Park, and a wealth of trails for ATVs and snowmobiles.

We thank all applicants for their interest in Campbellford Memorial Hospital. In an effort to promote employment equity, we welcome applications from all qualified individuals including Aboriginal 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.
