

JOB POSTING – Listowel Site

Come work at LWHA!

- ✓ Paid educational opportunities
- ✓ Free staff parking
- ✓ Tuition reimbursement grants based on eligibility
- ✓ Mileage for cross site travel
- ✓ Defined benefit pension plan, benefits without waiting period
- ✓ Competitive Salaries

POSITION POSTING **L25-56 (repost) - Existing Vacancy**
LOCATION: **Listowel, Ontario**
POSITION: **Distribution Clerk**
UNIT: **Stores**
STATUS: **Part-time**
START DATE: **June 9, 2025**
SALARY: **\$25.26 - \$26.78**

POSITION SUMMARY:

The purpose of the Materials Distribution Clerk is to deliver laundry supplies to each department. Making sure supplies are there as needed.

QUALIFICATIONS:

- High School Graduation Diploma or equivalent
- 0 to 3 months previous related experience

EFFORT:

- High Degree of Physical Effort
- Average degree of mental effort and analysis

POSITION-SPECIFIC RESPONSIBILITIES AND TASKS:

- Shipping and Receiving shipments
- Disperse clean laundry carts and manage quotas for them and pick up dirty laundry carts as required
- May be required for coverage for some duties of Storekeeper when on vacation or sick i.e. HMMS Ordering and Cart Replenishment
- Assist to ensure laundry carts are stocked or deliver supplies where/when required
- Lead, support or participate in key activities or action plans as identified on applicable Operational Plans
- Active member of Purchasing team meetings and huddles

HOURS OF WORK: Monday to Friday 23.5 hrs/wk, hours subject to change.

Interested applicants are asked to apply, in writing, complete with full resume, indicating their qualifications and pertinent skills to:

Human Resources
Listowel Wingham Hospitals Alliance
careers@lwha.ca

PLEASE REFERENCE POSITION POSTING NUMBER WITH YOUR APPLICATION

Date Posted: May 30, 2025 @ 1:00pm

Posting Deadline: Upon successful recruitment