



Materials Management Technician

Competition #: 11-SS-68, Closing date: 2011-09-02

Permanent, Full-time, Days - 7.50 hours
Start date: Immediately

Boundary Trails Health Centre, Morden/Winkler

Job Description/Responsibilities

Reporting to the Regional Materials Manager, the Materials Management Technician- Non Certified is responsible for the ordering, receiving, storage, and distribution and delivery of supplies and equipment for facilities in the region.

Qualifications

- Grade 12 Education minimum
- Proficiency with Microsoft Office Applications (Word, Excel) and Email
- One (1) year relevant experience in a Materials Environment
- Previous experience working with MS Dynamics GP (Momentum) is considered an asset
- Possess valid Class 5 Drivers License, where applicable, in good standing
- Demonstrate RHA Central Core Competencies and / or Management & Leadership Competencies
- Good work and attendance record

If you are interested in applying for this position, please send your cover letter and resume to:

Holly Leost

Regional Director Aboriginal Employment
180 Centenaire Drive
Southport, MB R0H 1N0
Fax: 1-204-428- 2782 or
Online at: www.rha-central.mb.ca (under careers)

For more information about careers in RHA Central Manitoba
please contact Holly Leost at:
Tel: 1-204-428-2756 or
Tel: 1-800-742-6509