



Embracing the health and hearts of the community

**CLAC PARAMEDICAL JOB POSTING – CP2026-03-18**  
**Casual Part-Time Medical Laboratory Assistant (MLA) &**  
**Casual Part-Time Laboratory Patient Technician (LPT)**  
**Position to commence immediately**

We are looking for a hard worker with strong customer service and multi-tasking skills. Must have a great desire to provide patients and hospital staff with the highest level of customer service, have excellent written and verbal communication skills, and be detail-oriented. Courtesy, tact and diplomacy are essential elements of the job. We want you if you are a warm, friendly outgoing person who will make our patients feel welcome.

**Position Summary:**

The Medical Laboratory Assistant (MLA) performs a variety of laboratory procedures under the direct supervision of a Medical Laboratory Technologist. Primarily responsible for ensuring the safe, accurate and efficient collection of patient specimens, data entry and the final preparation of specimens for transportation. The MLA is also responsible for performing related tasks to keep the hospital laboratory in operational order, including inventory management.

The Laboratory Patient Technician (LPT) is primarily responsible for ensuring the safe, accurate and efficient collection of patient specimens from the initial greeting of the patient, data entry and phlebotomy to the final preparation of specimens for transportation. The LPT is also responsible for performing related tasks to keep the Specimen Collection Centre in operational order.

**Vacancy Status:**

The posting is for one (1) current casual part-time vacancy. This is a combination role that will be trained to cover both roles on a casual basis.

**Hours of Work:**

Days, Evenings and Weekends

**Hourly Wage:**

MLA: \$32.48

LPT: \$30.41

**Duties and Responsibilities:**

- Responsible for proper collection of appropriate specimens, including phlebotomy.
- Maintains competence in the receiving, handling, processing, identification, recording, labeling and dispatch of specimens for laboratory testing.
- Prepares specimens requiring transport according to Transportation of Infectious Substances regulations.
- Maintain client relations: inform clients of changes in procedures or operations, respond to routine inquiries, follow up on any requests or problems and report issues to the Vice President – Diagnostics & Health Information Services.
- Recognize discrepancies and incidents, problem solve and take appropriate action relating to missing specimens or other specimen concerns
- Demonstrates a commitment to a healthy and safe workplace for self and others (staff, patients, families and others) by taking all reasonable precautions and working in compliance with hospital related policies, health and safety legislation and best practices and completing mandatory education as required.
- Demonstrates a commitment to the Mission, Vision and Values of HWMH.

**Qualifications:**

- Grade 12 education or recognized equivalent
- OSMT or CSMLS Certification as a Medical Laboratory Assistant
- Phlebotomy training and experience essential - *Medical Laboratory Assistant diploma preferred*
- Strong customer service skills and ability to relate to patients and doctors in stressful situations
- Excellent interpersonal skills and effective communication skills (*verbal and written*)
- Ability to work independently and as part of a team

At Haldimand War Memorial Hospital, we are an equal opportunity employer committed to fostering a Welcoming and inclusive workplace that values equity, diversity and belonging. As a community-centered rural hospital, we welcome and encourage applications from people of all backgrounds, identities and lived experiences. We are committed to providing a barrier-free, inclusive and accessible work environment in compliance with the Accessibility for Ontarians with Disabilities Act. If you require accommodation during any stage of the hiring process, please contact Human Resources at [hr@hwmh.ca](mailto:hr@hwmh.ca). We will work with you to meet your needs.

**Instructions to Applicants:**

Please forward your resume and letter of application to Human Resources ([hr@hwmh.ca](mailto:hr@hwmh.ca)) by March 25, 2026 at 1500 hours.