



Labrador - Grenfell
Health

**Pharmacy Technician
Permanent Full-Time
Location: St. Anthony**

Revised: October 1st. 2020

Reporting to a Clinical Pharmacist, the primary purpose of this position is to perform technical duties in the Pharmacy Department.

Qualifications:

- ✓ Graduation from high school or equivalent;
- ✓ Graduation from a recognized (approved) Pharmacy Technician Program and or successful completion of the Pharmacy Technician Bridging Program;
- ✓ Current registration with the Newfoundland and Labrador Pharmacy Board as a Pharmacy Technician
- ✓ Ability to establish and maintain effective working relationships in a team environment.
- ✓ Demonstrated strong oral and written communication skills.
- ✓ Demonstrated keyboarding and computer skills.
- ✓ Demonstrated high level of alertness and concentration when performing tasks
- ✓ Demonstrated effective time management skills and the ability to prioritize.
- ✓ A Pharmacy Technician skills test may be administered
- ✓ A satisfactory record of work performance is required
- ✓ The successful applicant will be required to submit a satisfactory certificate of conduct.

Duties and Responsibilities: (Include but not limited to):

- ✓ Responsible for the technical tasks of pharmacy operations including the preparation, storage and distribution of medication in an institutional pharmacy related to acute care and long term care clients
- ✓ Duties include dispensing of pharmaceuticals, re-stocking nursing units, filling prescriptions, delivering narcotics, preparation of I.V. solutions, ordering from pharmaceutical companies, compounding and record keeping
- ✓ Responsibilities in inventory maintenance, purchasing and receiving; repackaging medications for ward stock and nursing home format; data collection and reporting; clerical duties;
- ✓ Input patient, third party and prescription information into pharmacy computer software including associated on-line adjudication and/or manual third party billings;
- ✓ Handle and prepare hazardous drugs appropriately including the preparation of intravenous chemotherapy; prepare extemporaneous admixtures;
- ✓ Perform other related duties as required.

Salary:

- ✓ CG-29 of the NAPE HS salary scales \$25.01 to \$27.77 per hour.

Hours of Work:

- ✓ Monday – Friday; 75 hours bi-weekly (Standby may be required)

This position is open to both male and female applicants.

Interested applicants please submit resume, stating appropriate competition number **2020002885** to:

Human Resources
Labrador – Grenfell Health
178-200 West Street
St. Anthony, NL A0K 4S0
Tele: 709-454-0347 Fax: 709-454-3301
Email: hr@ghealth.ca

Posting Date: September 9, 2020
Closing Date: Open until filled

cc: NAPE HS

