

JOB DESCRIPTION

Position: Pharmacy Technician – Filling/Fulfillment



We are an equal opportunity employer.

Objective:

All pharmacy technicians will support the mission, vision, culture, and quality statement to develop, enhance, and promote excellence in customer service through team collaboration. You are expected to exhibit a professional demeanor at all times while representing the pharmacy. It is expected that all prescriptions will be filled with precision and accuracy.

Job duties include, but are not limited to:

- Fill prescriptions accurately, complying with company policies and state pharmacy regulations
- Prioritize work load throughout the day with other team members
- Ensure there is adequate inventory of filling supplies
- Assist the Fulfillment/Filling Department as needed.
- Assist in the Compounding Lab as needed.
- Understand and be HIPAA compliant
- Understand and be compliant with Fraud, Waste, and Abuse
- Participate in special projects as needed
- Assist, attend, and participate in development programs
- Attend staff meetings
- Cross Train to other positions as directed

Physical Guidelines:

You must be able to stand for extended periods; lift up to 20 pounds; and utilize the computer and bar code scanner. You must be able to wear and use proper personal protective equipment including, but not limited to, hair covers, gloves, eye protection, and face masks.

Minimum Qualifications:

Pharmacy technicians must be registered with the State of Florida Board of Pharmacy and maintain up-to-date continuing education requirements. Technicians must be able to work compatibly with other team members. Technicians must be able to think logically and determine next steps to pursue.

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.