

**JOB DESCRIPTION
STAFF PHARMACIST
Reports to: LEAD RETAIL PHARMACIST**

JOB SUMMARY

Perform the duties of a licensed pharmacist; ensures the safety and security of merchandise; ensures rigid adherence to all laws and regulations governing the sale of pharmaceuticals.

ESSENTIAL FUNCTIONS

- Reviews prescriptions issued by the Physician, or other authorized prescriber to assure accuracy, appropriateness of medication, and determine formulas and ingredients needed.
- Directs pharmacy workers engaged in mixing, packaging, and labeling pharmaceuticals.
- Answers questions and provides information to pharmacy customers on drug interactions, side effects, dosage and storage of pharmaceuticals.
- Maintains established procedures concerning quality assurance, security of controlled substances, and disposal of drugs designated as hazardous waste.
- Enters data such as patient name, prescribed medication and cost, to maintain pharmacy files, charge system, and inventory.
- Assays medications to determine identity, purity, and strength.
- Instructs interns and other medical personnel on matters pertaining to the pharmacy.
- Communicates with and treats company's customers of various ages.
- Participates in traditional and e-learning programs.
- Works effectively with other company employees, managers, and departments.
- Comply with all State and Federal Laws and Regulations.
- Performs all job functions with Company Mission, Vision, and Goal Statements in mind.

JOB REQUIREMENTS AND QUALIFICATIONS

Education, Certificate, and Licensure

Bachelor's degree or higher from an accredited college or university in Pharmacy; Active State Pharmacist License; and Board Certification, as appropriate.

Requirements

Must demonstrate practical knowledge of computers, software, and products applicable to the industry. Additionally, the applicant is expected to demonstrate the ability to quickly acquire knowledge of departmental program structure (Mission, Vision, and Goal Statements) and department policies and procedures. Have the ability to demonstrate effective time management skills while working independently with minimal supervision and supervising others.

Supervisory Requirements

Must demonstrate proficient ability to directly supervise Pharmacy Department personnel in a manner consistent with Company policies and applicable laws. Supervisor responsibilities include training employees, planning, assigning, and directing work, and complaint resolution.

Availability

Availability to work regularly scheduled shifts between the hours of Monday-Friday 9am-6pm and Saturday 9am-5pm.

Math Ability

Must demonstrate proficient ability to apply mathematical concepts such as basic algebra and geometry to such tasks as calculating figures and amounts, discounts, interest, proportions, percentages, and volume.

JOB REQUIREMENTS AND QUALIFICATIONS (continued)

Language and Communication Ability

Must demonstrate proficient ability to foster professional working relationships utilizing strong interpersonal and communication skills organization-wide. Applicant must demonstrate the ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, and/or governmental regulations and effectively present and debate any assortment of information relevant to their area of expertise and designated responsibilities and duties with members of the Company and on behalf of the Company when appropriate..

Reasoning Ability

Must demonstrate proficient ability to understand, apply, and interpret an extensive array of information, variables, and instruction where only limited standardization exists to define problems, collect data, establish facts, and draw valid conclusions.

Physical Demands

Must demonstrate the ability to work in a standard office setting and use standard office equipment, which may include but is not limited to: computers, fax and copy machines, and other office supplies. Requires stamina to maintain attention to detail despite interruptions; strength to lift and carry files weighing up to 10 pounds; vision to read printed materials and a computer screen; hearing and speech to communicate in person and over the phone; manual dexterity to perform job functions and stamina to frequently sit for extended periods of time. Additionally, the employee is occasionally required to walk and lift and/or move up to 50 pounds.

Technology Skills

Must demonstrate proficient ability and practical knowledge of personal computer use, word processing software and system software. Additionally, the applicant must demonstrate the ability to quickly and proficiently learn to use company specific software programs and any other handheld or technology tools as required for completing job tasks.

OTHER INFORMATION

Must demonstrate proficiency and productivity in a fast paced environment with unscheduled interruptions while maintaining acceptable judgment, responsibility, and assumption for decisions, consequences, and results. Applicant must demonstrate good organization, time management, and communication skills. Occasionally an adjusted work schedule is required to accommodate company needs.

NOTICE

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements.

Employee Signature:

Date: