

Pharmacy Alternatives

Louisville, KY 40223

Pharmacy Technician

Job Summary

This position is responsible for assisting pharmacist in various aspects of pharmacy practice as permitted by regulations. It includes order entry, control room, pulling medications from shelf, compounding, packaging, and bagging.

- Order Entry for new/refill medications
- File documentation as required by Pharmacy Alternatives and pharmacy regulations
- Respond to customer inquiries as necessary
- Fill drug kits under direct supervision applying accuracy and aseptic technique.
- Match preprinted label and delivery manifests with a source document
- Locate medication from pharmacy supply area, count out, and package in correct system, including blister packs, vials, etc.
- Pre-package medications according to standard procedures
- Assist in other phases of computer operations including billing procedures
- Clean all equipment and work areas
- Check equipment for calibration and safety
- Rotate stock as required
- Other duties as assigned

Qualifications and Skills

- High school diploma or equivalent
- Pharmacy tech certified in appropriate state.
- Minimum 1 year of related experience in data entry
- Excellent data entry skills
- Attention to detail and be able to work under deadlines
- Excellent oral and written communication skills
- Excellent customer service skills

Benefits

In addition to meeting your passion for making a difference in people's lives and career advancement, opportunities you may also be offered:

- Competitive pay based on experience
- Medical, Dental, Vision Benefits
- Suite of voluntary insurance options
- 401(k)
- Paid Time Off
- Holidays
- Performance incentives
- Company Discount Purchasing Program
- Staples discounts
- Employee Assistance Program
- Legal Assistance Program
- Tuition Reimbursement