

**COMPETITION # TBG 2961**

**FACILITY:** Rosehaven Provincial Program      **DEPARTMENT:** Pharmacy

**TITLE:** Pharmacy Technician      **STATUS:** Casual

**POSITION SUMMARY:**

This position performs highly technical duties in supporting the coordination of the daily operations of the pharmacy department. This includes medication preparation and distribution as follows: measuring, mixing, counting out, labelling, and recording the amounts and dosages of medications required. The Pharmacy Technician maintains the records of prescriptions and inventories of medications and pharmaceutical products reporting to the Pharmacist any restock needs. This position supports the provision of clinical pharmacy services while maintaining an organized and efficient pharmacy department.

**QUALIFICATIONS:**

(Education; Experience/Training; Knowledge; Licenses/Certificates; Membership Requirements)

- Registration with Alberta College of Pharmacy as a Registered Pharmacy Technician is required
- Two years related pharmacy experience preferred
- Valid Drivers' License

**REQUIREMENTS:**

- Ensure accurate dispensing of prescriptions using a medication management computer system and the controlled dosage system. The Pharmacy Technician processes orders by order entry into the computer, utilizing a weekly tech-check-tech process to check fills, labels, and checks drugs utilizing the CDS pharma card (for bulk stock, PRNs, narcotics)
- Compounds suspensions, solutions, creams and ointments per prescription orders accurately and using proper aseptic technique, and proper documentation for audit purposes (including accurate mathematical calculations)
- Prepares all daily pharmaceutical requirements for nursing units (I.D., bulk unit stock) as well as individual prescription orders (i.e., ophthalmic and topical preps)
- Delivers promptly and accurately all daily medication requirements to each nursing unit
- Maintains and ensures adequate stock levels, within expired date limits in the pharmacy, on the nursing units, in the emergency drug cupboard in pharmacy, the emergency drug boxes on each unit, and palliative boxes
- Performs other related duties as required

**SHIFT INFORMATION**

Mandatory LAPP membership for permanent Part-time and Full-time employees that work a 0.7 FTE or greater (see policy FS 03-04)

**Hours per shift:** 7.75hrs

**Shift pattern:** Days

**Shifts per Cycle:**

**Commencement Date:** April 29, 2024

**Int:** Casual

**PAY RANGE:** As per collective agreement

**DATE POSTED:** April 24, 2024

**CLOSING DATE:** May 2, 2024

Must be 18yrs of age or older to apply for this position, please email your resume to [resumes@bethanygrp.ca](mailto:resumes@bethanygrp.ca)

The competition number must be listed in the subject line to be considered for this position.

All Employees are required to be fully immunized against COVID-19 and provide proof of full immunization against COVID-19 as a condition of employment. *Full immunization status is achieved when 14 days have passed after the second dose of a two-dose vaccine, or the first dose of a single-dose vaccine.*

*In compliance with The Protection for Persons in Care Act, successful candidates must provide a valid Criminal Record Check (current within 90 days) before employment can be confirmed.*

We sincerely thank all candidates for their application; however only those selected for interview will be contacted.