

Masonic Home Pharmacy, a long term care pharmacy located in Union City, CA has an opening for a full time Pharmacy Technician (30-36 hours per week).

Shift Details:

8:45am to 5:00pm Monday to Friday 4 days per week

Functions:

- Prepare, count, label, package, and dispense pharmaceuticals for Pharmacist approval
- Assist walk-in customers at the pharmacy window
- Enter new orders and/or refills in pharmacy computer system
- Maintain equipment by ordering, stocking, and organizing supplies
- Collects orders and delivers medications to nursing stations inside the facility
- Calls doctor offices for refill authorization
- Maintain accurate record keeping
- Perform some clerical duties relating to the department

Requirements:

- At least 2 years of experience in long term care or retail pharmacy
- Must be licensed as a Pharmacy Technician in California, PTCB certified preferred
- High school diploma
- Excellent communication skills
- Excellent customer service skills
- Proficient in Microsoft Word and Excel
- Able to type at least 40 words per minute
- High level of accuracy and attention to detail, good organization skills, self-motivated
- Reliable and punctual

Interested candidates please complete the online application at:

<http://masonichome.org/about/careers/employment-application>

Any interested candidate can also e-mail their pharmacy technician resume directly to: ywong@mhuc.org