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# Example of Inpatient Pharmacy Technician Job Description

Our company is growing rapidly and is looking to fill the role of inpatient pharmacy technician. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for inpatient pharmacy technician

* Implement and monitor staffing to meet the productivity targets for the unit
* Insure recordkeeping and business process are adhered to
* Insures proper control of inventory to insure availability of product and minimization of capital holding costs
* Effectively lead the technicians to achieve best practices
* Insure compliance with JCAHO, State and Federal regulatory agencies and
* PEMC standards and policies
* Perform duties relating to the filling and dispensing of unit dose and stock medications from the pharmacy to the nursing units and other ancillary departments in a prompt accurate manner
* Fill/dispense oral and IV medications, triaging patient orders and maintaining the integrity of the Pyxis Profile System
* These two openings will help to cover vacations, night shifts, and time off or leave of absence coverage for our pharmacy
* Comply with all applicable company policies, procedures, and patient protocols

## Qualifications for inpatient pharmacy technician

* Previous practical experience in a hospital and/or retail pharmacy
* One year of pharmacy technician experience and/or certified as a pharmacy technician
* Minimum six months related pharmacy experience
* Experience dealing with 3rd party insurance and prior authorization process preferred
* Minimum 1 year of pharmacy tech experience
* IV sterile compounding experience preferred