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# Example of Ops Supervisor Job Description

Our company is looking to fill the role of ops supervisor. 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 ops supervisor

* Participates in quality improvement, utilization review, clinical activities and / or patient education as needed
* Work collaboratively with peers across multiple national and regional sites
* Mentor and educate Pharmacists / staff on best practice
* Ensure that REM requirements are met timelines related to FDA, State, manufacturer requirements
* Position responsible for supervision of pipeline operations and maintenance activities through the direction of station operators and pipeliners perform project management for district technical projects
* Provide guidance to resolve operational problems as required
* Support of capital projects through project commissioning activities
* Ensure equipment reliability and efficiency with the support and use of the preventative maintenance initiatives developed by the Operations Excellence group
* Ensure compliance with federal, state and local regulations, company policy and company required maintenance inspections
* Prepare and manage technical maintenance expense budget to complete required repairs/upgrades at a minimum cost and perform budget re-forecasting as appropriate

## Qualifications for ops supervisor

* BS / BA Pharmacy
* 3 or more years of experience as Pharmacist
* Specialty or Clinical Pharmacy background
* 1 or more year of operational management experience
* PBM, Managed care, Health plan experience
* BS in a business-related field or commensurate experience