



# Example of Manager Pharmacy Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of manager pharmacy. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for manager pharmacy

- Schedule development & payroll activities
- A pharmacy degree
- Establish work schedules, training and staffing requirements for support personnel
- Coordinate the acquisition and appropriate charging of drugs
- Ensure all related quality assurance, billing and distribution activities are performed and documented
- Supervise the maintenance of the pharmaceutical and supply inventories, storing under proper conditions and security
- Assure compliance with Pharmacy and regulatory agency standards
- Interview and recommend the employment of staff
- Assist in the development and implementation of new methods, techniques, controls and equipment
- Resolve problems and complaints raised by physicians, and staff, with authority to make commitments within established policies

## Qualifications for manager pharmacy

- Experience with EPIC software, preferred
- Florida Consultant Pharmacist, preferred
- Extensive knowledge of drugs and drug interactions
- Ability to create financial forecasts and budgets
- NYS Pharmacist licensure, BS in Pharmacy or Pharm.D

