



Example of Pharmacy Supervisor Job Description

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Our company is searching for experienced candidates for the position of pharmacy supervisor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for pharmacy supervisor

- Plan and implement employee engagement activities
- Assume responsibilities for key ambulatory projects and initiatives as assigned
- Administer patient satisfaction survey, collect data, and provide reports and feedback
- Additional duties as assigned by pharmacy manager
- Plans, organizes and supervises the operations of all activities relative to pharmacy technician staffing
- Effectively coordinates and administered personnel policies and procedures in conjunction with selection, orientation, training, assignment and staffing, evaluation, discipline and discharging employees in compliance with applicable employment regulations
- May schedule employees and ensures that shift(s) are staffed
- Develops collaborative working relationships with Pharmacists, Nurses and other Medical staff
- Ensures Pharmacy is staffed cost-effectively and within department staffing policy
- Ensures that services are provided in a timely, accurate, effective, and cost-effective manner and in compliance with established policies and procedures and regulatory agencies

Qualifications for pharmacy supervisor

- Working knowledge of computer systems and/or software applications, including the PIMS system and Health Connect systems
- Completion of all KP Pharmacy required management training programs
- Must complete all KP required training for managing in a union environment
- Ability to manage in a Labor/Management Partnership environment
- Judgment – Makes decisions based upon job knowledge and experience