



https://intscanada.com/job/%e8%af%8a%e6%89%80/

Pharmacy Assistant

Description

The Pharmacy Assistant is responsible for providing superior customer service in a friendly, knowledgeable and professional manner to pharmacy clients. Ability to be self-directed and able to work independently to meet strict deadlines will be the key to success in this role. Actively contributes to a positive and productive work environment.

Responsibilities

- Provide customer service to meet customer needs
- Serve as reception for customers coming for vaccinations
- Triage calls
- Process customer transactions
- Maintain an accurate cash drawer while following company policies and procedures
- Prepare prescription packages (Pill Pack, Unit Dose)
- Product order receiving/inventory
- Behind-the-counter (BTC) product coordination, and management
- RX call/release (guidelines)
- Perform administrative duties (i.e. filing, supplies, cleaning)
- Respond to customer, client, and healthcare related calls
- Other duties as assigned

Qualifications

- Above average communication skills (both oral and written)
- Strong organizational skills with attention to detail
- Ability to work independently in a fast environment
- Ability to multi-task

Job Benefits

- On-site parking
- Store discount

Contacts

Send your resume to intsconsulting.hr@gmail.com

Hiring organization

INTS Consulting

Employment Type

Full-time, Part-time, Contractor

Job Location

Markham, ON

Working Hours

40 hours per week

Base Salary

\$ 15 - \$ 18

Date posted

2022-06-29