

Pharmacy Technical Assistant

Portland Pharmasave Pharmacy

Job ID

41281

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LOCATION	DATE POSTED	EXPIRY DATE	
2761 ON-15, Rideau Lakes, ON K0G 1V0, Portland, Ontario, ON Ontario	06-10-2026	04-04-2027	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 37.5	2 years to less than 3 years	Secondary (high) school graduation certificate

Job Details

- Ensure the information on prescriptions is accurate
- Help pharmacists
- Maintain inventories of medications and pharmaceutical products
- Maintain prescription records
- Position patients for treatments by chiropractor or machine
- Prepare medications for clients
- Set up and dismantle equipment
- Supervise and direct activities of other medical technologists or technicians
- Help with scheduling and workflow
- Bill third party insurers
- Compound oral solutions, ointments and creams
- Maintain inventories of medications and prescription records of pharmaceutical products
- Organize and maintain inventory
- Assist health care professionals

How to apply
Direct Apply

Job Description

Pharmacy technical assistants (Full time): (1) Assess prescriptions for completeness. (2). Enter clients' information and prescription details in databases. (3) Help pharmacists and other pharmacy staff with preparing, packaging, and labelling of pharmaceutical products. (4). Assist in maintaining inventories of medications and pharmaceutical products. (5) Compound oral solutions, ointments, and creams. (6) May process medical billing information. (7) May price and stock items on shelves.