

# Pharmacy Technician – Compounding

## **FLSA Status**

Non-exempt

## **Job Summary**

The Compounding Pharmacy Technician (CPT) will work collaboratively with other CPT's to make compounds under the direct supervision of a licensed pharmacist. The qualified CPT must be focused on achieving individual and team productivity goals while maintaining a high level of accuracy.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

- Using our computerized compounding system, weigh and record the chemicals included in the formula and then combine the chemicals into the appropriate dosage form as requested by the prescription, under the supervision of a licensed pharmacist
- Properly use all equipment in the lab that is necessary to make the compound
- Calibrate and ensure the proper documentation of scales, electronic meters, etc.
- Follow all safety and USP guidelines for preparation of compounded medications

## **Required Education and Experience**

- High school diploma or general education degree (GED)
- Compounding, tableting or cGMP experience preferred, but not required
- Must be capable of wearing all protective gear (gown, hair bonnet, mask, gloves, goggles)
- Must be able to follow gowning/garbing procedures (cannot wear makeup, cannot have a beard, must remove jewelry before sterile compounding)
- Must possess strong verbal, written, and oral communication skills
- Must be able to work independently as well as with a team
- Must possess problem-solving skills
- Ability to recognize priorities and take action; make productive use of time
- Must exhibit punctuality and low absenteeism
- Able to sit and/or stand 8-10 hours or more per day as needed
- Ability to lift up to twenty-five (25) pounds on occasion

## **Eligibility Qualifications**

Required upon hire (or within 90 days):

- PTCB Certification
- NJ Pharmacy Technician License

## **Competencies**

- Technical Capacity
- Organizational Skills
- Decision Making
- Initiative
- Attention to Detail

**Work Environment**

This job operates primarily in a controlled laboratory environment. This position requires the use of standard office equipment, and frequent standing and walking.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- May need to lift up to twenty-five (25) pounds on occasion
- This position is moderately active and requires standing and walking for a majority of the shift.

**Position Type and Expected Hours of Work**

This is a full-time position. Because of the nature of the business, work schedules may vary at times.

**Travel**

No travel is expected for this position.

**Disclaimer**

The above job description is intended to describe the general nature and level of work being performed by employees assigned to this job. It is not designed to capture or illustrate a comprehensive list of all responsibilities, duties, and skills required of employees assigned to this job.

**AAP/EEO Statement**

Stokes Pharmacy is an Equal Employment Opportunity and Affirmative Action Employer.