

# *Hamilton Pharmacy*

*invites  
applications for  
the position of:  
Pharmacist*

\* \* \*

*Hamilton Pharmacy  
offers a competitive  
salary and benefits  
package that includes a  
Pension Scheme, Health,  
Dental & Life Insurance  
as well as a Company  
Discount Scheme.*



The incumbent will provide a professional dispensing and patient advisory/counseling service for prescription and 'over the counter' (OTC) products working to the standards required by the Bermuda Pharmaceutical Association. Working under the direction of the Head Pharmacist, the successful applicant will be responsible for:

- Dispensing prescription medicines, checking, as required for the following: Validity of prescription; Interactions; Prescribing anomalies; General medical background of patient, using computerized records (i.e. profile)
- Advising and counseling customers about prescription and OTC medications
- Monitoring stock levels of dispensary items, prescription and Schedule 4 medicines and re-order as necessary
- Ensuring effective rotation of prescription and Schedule 4 medicines, specifically monitoring expiry dates and taking action as appropriate
- Coordinating special orders for patients
- As part of the dispensing process, administer the billings to the correct insurance companies in accordance with their insurance plans
- Ensuring daily procedures are followed when prescriptions are dispensed and are unpaid
- Returning uncollected prescriptions to regular dispensary stock on a biweekly basis
- Responsible for the management of the store in the absence of Front Shop Management or Head Pharmacist
- Preparing pre-packs for dispensary stock, as required
- Assisting with the ordering of Front Shop OTC inventory
- Maintaining the required professional standards of hygiene, health and safety within the Pharmacy area
- Any other tasks, appropriate to the level of the post and to the job responsibilities, as required by the Head Pharmacist

#### **Requirements:**

- A University Degree in Pharmacy obtained from an accredited educational establishment
- A minimum of one year working experience in a retail pharmacy environment
- Must be registered as a Pharmacist in Bermuda
- The ability to work effectively with various personalities, and all levels of management and staff
- The ability to work with minimum supervision
- Must be able to work shifts and on weekends, and work effectively in a busy retail environment

Please apply in writing by the 9<sup>th</sup> of November, 2015 to: Human Resources, BDC 2000 Ltd, P.O. Box HM 506, Hamilton, HM CX, Bermuda, OR via email to: [cpacheco@bga.bm](mailto:cpacheco@bga.bm). All applications will be treated in strict confidence.