



REGISTERED PHARMACEUTICAL TECHNOLOGIST

REF NO: PHARM /TEC/MHCC/07/2023

Job Description

Reporting to the Clinic in charge, the job holder will be responsible for ensuring accurate dispensing, patient counseling, and proper handling of pharmaceutical supplies for all orders and providing effective pharmaceutical services to meet customer needs.

Requirements

- Diploma in Pharmaceutical Technology from a recognized institution.
 - Registered with the Pharmacy & Poisons Board with a current professional practice license
 - Member of Kenya Pharmaceutical Association
 - A minimum of 3 years work experience in an outpatient pharmacy setting
 - Previous use and Exposure to hospital information management systems will be an added advantage
 - Ability to read and interpret prescriptions appropriately and offer the required guidance as necessary
 - Demonstrates behavior consistent with the Values of the organization
- Responsibilities**

- Receive and process orders delivered to the Pharmacy Department following laid-down procedures and documentation processes.
- Effectively manages dispensing of all drugs and other commodities
- Checks and advice on the expiry of drugs and disposal of the same.
- Ensures proper management of Pharmacy Records in the HMIS system

- Ensures effective stock controls and conducts regular /monthly stock takes.
- Conduct Pharmacy Dispensing and Counsel patients on drug intake schedule
- Attends weekly clinic update meetings and shares pharmacy progress reports
- Prepares Comprehensive Pharmacy Monthly reports and forwards the same to AMURT Management
- Perform any other duties which Management may assign from time to time.
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All applicants should urgently use this link <https://recruitment.amurtafrica.org> fill in their details and submit the application by 15th October 2024 before the close of business hours. Only short-listed candidates will be contacted as interviews will be done on a rolling basis. Canvassing will result in automatic disqualification. Local candidates are encouraged to apply.

“AMURT is an equal opportunity employer committed to child safeguarding.”.