

# Robert Smith

## Pharmacist Technician II

### PERSONAL STATEMENT

An activities Assistant position with a hospital long-term care facility where skills and creativity will help in planning and organizing recreational exercises for mental, emotional, and physical well-being of the elderly patients.

### WORK EXPERIENCE

#### **Pharmacist Technician II**

**ABC Corporation - October 2014 - March 2015**

##### *Responsibilities:*

- Answered telephones when appropriate and with in legal guidelines and direct calls to appropriate personnel.
- Provided customer service Inspects medications for outdates in patient care area Pyxis stations on a quarterly basis, verifying insurance, updating insurance information, inventory, patient registration Prepares IVs, PCAs, Epidurals and labels all IV products.
- Prepared chemotherapeutic intravenous medications as requested.
- Packaged drugs into unit dose packaging and maintains packaging records.
- Reconstituted medication by adding a specific quantity of distilled water requiring no calculation.
- Delivered medications and IVs to patient care areas.
- Delivered controlled substances to patient care areas, takes controlled substance physical inventories and reconciles controlled substance inventory counts.

#### **Pharmacist Technician**

**Delta Corporation - 2011 - 2014**

##### *Responsibilities:*

- Properly fill and dispense prescriptions Resolve insurance issues Regularly stock medication Inventory management.
- Supervisor Justin Pacult Worked alongside ethnically diverse peers as a team to supply medication and medicinal information Organized and prepared .
- Provide friendly customer service at prescription drop-off and pick-up counters.
- Work closely with pharmacists and use medication input software to safely and accurately dispense medication Retrieve, count and measure drugs and .
- Cashier CVS Counted pills Retrieved prescriptions Waited on customers Aided Pharmacist in inventory.
- years of experience in Support Service Maintained & Monitored Pharmacy Inventory and Medication Requisitions Controlled & Monitored Narcotic Stations .
- Maintained records by recording and filing physicians orders and prescriptions Organized medications for pharmacist to dispense by

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Over 4 Years' Experience  
In Front Desk And  
Customer.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)

reading .

## Education

Communications - 2005(Louisiana State University - Baton Rouge, LA)