



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: PHARMACY TECHNICIAN, PER DIEM

SALARY: \$16.85 - \$21.34 hourly

LOCATION: Monroe Community Hospital

JOB SUMMARY:

This position is responsible for assisting a pharmacist in assembling and distributing medications under a unit dose dispensing system. Duties involve maintaining an inventory of pharmaceutical supplies, assisting in the preparation of pharmaceutical orders, receiving pharmaceutical supplies, assisting in the prepackaging of prescriptions, the repackaging and delivery of drugs, and the maintenance of a clean, safe and professional environment within the pharmacy. The employee reports directly to, and works under the direct supervision of a Pharmacist or other higher level staff member. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma, plus two (2) years paid full-time or its part-time equivalent experience assisting Pharmacists prepare prescription orders by assembling and distributing medications, verifying prescription information and dosage, or entering patient and or order information into the pharmacy system.

SPECIAL REQUIREMENTS:

A candidate needs to have received their primary COVID-19 vaccination series.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

Visit: <https://www.monroecounty.gov/hr-choosemonroe> for more information on our county's generous paid time off, 14 holidays and more.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COMMUNITY HOSPITAL
435 EAST HENRIETT ROAD
ROCHESTER, NY 14620

Posting Date: May 10, 2023

Posting Deadline: Until filled