



Neighborhood Health – Pharmacy Tech
Full-time, 40 Hours

At Neighborhood Health, we're passionate about our mission to provide a kind and caring premiere workforce. Our team-based approach to comprehensive patient care creates a challenging and rewarding work environment where you have a direct role in helping members of our community receive quality medical services they can afford. And that's something you can feel good about.

As a member of our growing team, you will feel at home in a fun and diverse community of healthcare professionals. Our goal is simple: improving access to healthcare in our community and surrounding areas. Due to expansion of opening its very first in-house pharmacy. Neighborhood Health is looking to add a Pharmacy Tech to our team, reporting directly to the Pharmacy Manager. Together, we are all committed to building healthier communities by delivering comprehensive, quality health care with compassion and respect.

This is an exciting opportunity to assist with building the Pharmacy program from the ground up at Neighborhood Health and serve the patients of the clinic!

As a Pharmacy Tech, you will:

- ✓ Greets patients in a prompt, pleasant, and helpful manner and provides any necessary instructions/directions.
- ✓ Receive and process prescriptions that have been sent electronically, by phone, or by prescription drop-off.
- ✓ Give patients the correct medication and review any pertinent directions / information with them.
- ✓ Assist the Pharmacist in the maintenance of records of controlled medications.
- ✓ Manage the patient pharmacy records in the electronic health record (EHR).
- ✓ Assist and resolve issues with patient's insurance carriers as they arise.

Requirements:

- Community pharmacy experience preferred.
- Possession of an Indiana State Pharmacy Technician license.
Within 1 year of employment, must successfully complete all training / testing required to receive certification as a Pharmacy Technician in the state of Indiana.

Education Requirements:

- High School Diploma or GED. Advanced training as a pharmacy technician.

This position is full-time with benefits. We offer competitive pay, health, dental, vision, critical illness & accident insurance, 403(b) retirement plan, PTO, and paid holidays.

Interested? Send a resume along with cover letter to NHC Human Resources Department at: PO Box 11949, Fort Wayne, IN 46862 or by email to hrdept@nhci.org. You may also fax your information to 260-969-2911.

Neighborhood Health is an Equal Opportunity Employer. Neighborhood Health does not exclude people or treat them differently for any aspect of the organization because of race, color, national origin, age, disability (physical or mental), or sex (including sexual orientation).

If you are a qualified individual with a disability or a disabled veteran, you may request a reasonable accommodation if you are unable or limited in your ability to access job openings or apply for a job on this site as a result of your disability. You can request reasonable accommodations by contacting Human Resources at hrdept@nhci.org