

Pharmacy Technician Resume Sample

123 Your Address, City, State, Zip Code (xxx)-xxx-xxxx, your@email.com

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PROFESSIONAL EXPERIENCE

WALGREENS DRUG STORE, Plymouth, MA - Oct 2015 - Present

Lead Pharmacy Technician

- Supervise daily duties of 5 junior pharmacy technicians, including restocking and filling prescriptions, operating the cash register, and interacting with customers, ensuring efficient day-to-day business of store
- Coached staff in customer best service practices, improving customer experience, and increasing customer retention rate by 18%
- Measure, mix, and add nutrients and drugs to IV solutions, preparing an average of 11 IV packs per day, and request restocking of intravenous supplies when necessary.

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- Mastered the intricacies of various medical insurance billing practices, reducing insurance billing issues by 34%

CVS PHARMACY, Attleboro, MA - June 2012 - Oct 2015

Pharmacy Technician

- Assisted with inventory management, including verification of quantities, storage, removal of outdated medications, and restocking pharmaceuticals in short supply to prevent being out of stock
- Developed efficient method for calculating prescription dosages, increasing the speed of dispensing an average of 350 daily prescriptions by 28%
- Identified 30+ repeating customers and their prescriptions in order to refill and label their medications in advance, speeding up transactions by 80% and increasing customer satisfaction and loyalty
- Operated and balanced cash register with an average daily cash flow of \$16,000

LICENSES & CERTIFICATIONS

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- Sterile Products (IV) Certification, NPTA Training Institute, October 2016

EDUCATION

Bishop Feehan High School, Attleboro, MA

- GPA: 3-5, June 2012

ADDITIONAL SKILLS

- Proficient in MS Word
- VIP Pharmacy Management System
- Familiarity with The Orange Book

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