

PHARMACY TECHNICIAN SAMPLE

RESUME

392 Noble Street, West Haven, CT 06516

203) 643-9953

larry\_gibbons@gmail.com

- Certified Pharmacy Technician (CPhT), current

PROFESSIONAL EXPERIENCE

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- Prepared labels and filled prescriptions accordingly, pre-packaging common medications that resulted in 20% faster order completion
- Streamlined data management procedures, by reducing number of categorical inputs that reduced administrative work time by 32%

Trained new pharmacy technicians, ensuring customer service standards were improved by 24%

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Provided outstanding customer service, building rapport that drove client retention by 37%

Assisted in transferring entire patient database to new system, swiftly learning use of new system and serving as Lead Trainer for rest of staff

WALGREENS

West Haven, CT

Pharmacy Technician

Apr 2008 - Jun 2012

Directly assisted an average of 30 customers per day, responding to inquiries and problems

- Handled Treatment Authorization Requests (TAR) and Service Authorization Requests (SAR) and performed billing procedures, accurately handling and recording cash flow
- Oversaw inventory levels, implementing new process that ensured 100% stock availability, while increasing inventory turnover

Commended by head pharmacist for efficient and accurate skills in dispensing and calculating medication dosage

EDUCATION

CAPITAL COMMUNITY COLLEGE

Associates of Science in Pharmacy Technology

ADDITIONAL SKILLS

- Cardinal Health Pyxis CI Safe
- : Das ote software for drug compatibility

MS Office

Hartford, CT