

Compounding Pharmacy Assistant Position Now Available!

Clark's Compounding Pharmacy, located in Bellevue, WA, is currently hiring for a full-time Pharmacy Assistant! We are an independent, family-owned pharmacy that is dedicated to solving medication problems by providing custom non-sterile medications. Our staff functions as a team and our growing pharmacy is looking for our next team member. We are looking for a team member who wants an inspiring career that provides a valuable and needed service for our community. Patient safety, customer service, professionalism and quality are the core values of our pharmacy. We are looking for the right attitude, a team player, the willingness and desire to learn and grow professionally. Store Hours: Monday-Friday 9-6, Closed Saturday's and Sunday's and all major holidays.

Qualifications: Must be motivated and willing to learn. Strong customer service and communication skills. Strong attention to detail, excellent organizational skills, and ability to multi-task. General computing skills including proficiency in Microsoft Windows, MS Office, and Internet Explorer. Ability to stand for entire shift and lift boxes up to 30 lbs. High School diploma and the ability to obtain a Washington State Pharmacy Assistant license required. No direct Pharmacy experience is required, we will provide all training for the right candidate.

Job Description: Under the direct supervision of a pharmacist, the Compounding Pharmacy Assistant helps the Pharmacists and Compounding Technicians with administrative duties.

- Provide excellent customer service throughout all patient and provider interactions.
- Manage retail pharmacy operations by managing supplement inventory, complete ordering, stocking, and merchandising.
- Maintain assigned work areas and equipment in a clean and orderly condition.
- Operate cash register and related front counter tasks.
- Processing of pharmacy mail orders.
- File and retrieve pharmacy records as required.
- Support the team by answering phones, greeting callers, establishing reason for the call and routing to the appropriate person.

Do our Company Values Resonate with You? If so, please apply for our open position.

- **Communicate Openly:** We communicate openly, honestly, directly, and with respect and timeliness.
- **Teamwork and Attitude Wins:** We achieve our goals and high quality of results through teamwork, positive attitude, trust and respect for each other. There is no tolerance for prejudice within our team or Pharmacy.

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Clark's - PH: 425.881.0222 | FX: 425.885.1213 | www.clarksparmacywa.com
15615 Bel-Red Rd, Suite B | Bellevue WA 98008

- **Customer Commitment:** We develop relationships that make a positive difference in our customers' lives.
- **Integrity Always:** Truthfulness and honesty are the hallmarks of who we are. When faced with difficult decisions and hard choices, we choose to do the right thing.
- **LEAN Mindset:** We actively seek to improve our workflows and processes. We use LEAN principles to improve our efficiency in order to deliver the highest level of value to our customers.
- **Leaders in Pharmacy:** We are leaders in our industry, dedicated to continuous improvement and continual learning.
- **Deliver Quality without Compromise:** Through our innovative practices, outstanding products and unsurpassed service we will deliver premium value to our customers and improve our profession.
- **Celebrate your Pharmacy Family:** Recognize and celebrate each other's successes, big and small. Stay healthy, care for yourself and your family, enjoy living life.

Interested Applicants: Resumes may be emailed to mike@kuslers.com. Questions can be answered by phone or email. Competitive pay, medical benefits, retirement benefits, and vacation/sick leave.