UNIVERSITY OF SOUTHERN CALIFORNIA

Pharmacist

Job Code: 187407

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Grade: HH
OT Eligible: Yes
Comp Approval: 1/1/2000

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JOB SUMMARY:
Dispenses medications in accordance with state and federal laws and regulations.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

Dispenses medications according to state and federal laws and regulations. Counsels on prescriptions.

Provides information to patients and to medical and nursing staff regarding medications.

Assists in maintaining inventory stock.

Assists in the completion of insurance paperwork and maintenance of logs.

Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.

EMERGENCY RESPONSE/RECOVERY:

Essential: [ ] No
[ ] Yes
In the event of an emergency, the employee holding this position is required to “report to duty” in accordance with the university’s Emergency Operations Plan and/or the employee’s department’s emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:
Bachelor’s Degree

Minimum Experience:
2 Years

Minimum Field of Expertise:
Pharmacy/California State License

Preferred Education:
Doctorate

Preferred Experience:
3 Years

Supervises: Level:

May oversee student, temporary and/or casual workers.

SIGNATURES:

Employee: ____________________________ Date: ____________________________

Supervisor: __________________________ Date: ____________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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