



INSTITUT JANTUNG NEGARA
National Heart Institute

We are looking for a suitable and qualified candidate for the following position:

PHARMACY TECHNICIAN - TEMPORARY PHARMACY & SUPPLIES

Responsibilities

- Support pharmacy services in the Outpatient and Inpatient Units.
- Prepare and supply medications to patient care areas, outpatients & perform medication home delivery (MHD) service.
- Receive and verify all medication prescriptions following relevant Pharmacy laws and hospital policies.
- Participate in efficient stock monitoring (stock and expiry check as required).
- Administrative duties include answering phone calls and ensuring working area cleanliness is maintained.
- Participate in Saturday duties as scheduled.
- Participate in continuous quality improvement and IJN CSI (Corporate Social Initiative) programs.

Requirements

- Diploma in Pharmacy.
- Working knowledge of a pharmacy inventory system and other procedures related to drug supply.
- Basic computer skills.
- Able to communicate effectively in Bahasa Malaysia and English, both written and verbal.
- Team player with good interpersonal and communication skills
- Ability to follow technical oral and written instructions with accuracy and to be self-directed on common work duties.

Closing Date

15th September 2021

**Talent Acquisition Unit
Human Capital & Organizational Development**

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**Note: All unsuccessful applications shall not be retained in our database.
Only SHORTLISTED candidates will be contacted.**