

JOB VACANCY ANNOUNCEMENT

Opening Date: October 10, 2017

Closing Date: Open until filled

Position:

Director of Pharmacy

Reports to:

Hospital Administrator

Salary/Wage: Grade LL; \$171,187-\$185,156/YR DOE

Department: Pharmacy

Hours: Monday-Friday; Varies based on schedule

Location: ASNA

Brief Summary:

Responsible for the administrative operation of the Pharmacy, maintenance of all policies, procedures and quality control practices, and for the management and supervision of Pharmacy staff.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential job duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education:

A Bachelors degree in Pharmacy required; an advanced degree (Pharm D. or M.S.) preferred.

Four or more years of experience in hospital and retail setting required, with two years in a supervisory capacity.

Advanced Cardiac Life Support card, and active membership in both state and national pharmacy organizations are preferred.

The State Board of Pharmacy requires two years of experience as a Licensed Pharmacist to become a Preceptor.

Desired Knowledge, Skills and Abilities:

Knowledge of state and federal pharmacy laws; knowledge of Joint Commission standards applicable to pharmacy operations.

Good oral and written communications skills, analytical skills and problem-solving skills.

Good interpersonal skills and the ability to work effectively in a cross-cultural environment.

Ability to work with physicians and other professional staff in a collaborative manner.

Ensure patient confidentiality at all times.

Familiarity with Pyxis, RPMS, QS1, EXCEL and Microsoft Word preferred.

Contact: Human Resources Department, Arctic Slope Native Association, Ltd.
PO Box 29 * Barrow, AK 99723 * 907.852.9204 * FAX 907.852.6217

This vacancy announcement has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the job.

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