Pharmacy Technician Job Description and Physical Demands

Typical requirements included in a pharmacy tech job description include the following skills, knowledge, and abilities:

- Accurate data entry skills
- Able to read, write, and speak English fluently
- Strong time management and organizational skills
- Excellent communication skills, both orally and in writing
- Willingness to be a team player and promote a positive team environment
- Excellent attention to detail
- Flexible and proactive to meet varied patient needs
- Self-motivated and able to work independently
- Dedicated to excellence and quality
- Able to collaborate with other healthcare professionals
- Strong interpersonal and “people” skills
- Experienced in Microsoft Office (Word, Excel, Outlook, etc.)
- Able to add, subtract, multiply, and divide in all units of measure; this may include using whole numbers, common fractions, and decimals and being able to compute rate, ratio, and percent

Physical demands of the job include being able to:

- Stand for long periods.
- Pick and pinch small tablets with fingers, and seize, hold, grasp or turn objects with hands.
- Perceive the size, shape, temperature, or texture of objects by touching with fingertips.
- Lift and push or pull up to 15 pounds.
- See objects at close vision and be able to identify and distinguish colors.

Other skills and abilities include:

- Be at least 18 years of age.
- Have typing skills of at least 30 wpm.
- Pass a drug test.
- Maintain information confidentiality
- Offer flexibility in work hour scheduling, including evenings and weekends.