

Pharmacy Projects Student

JOB TITLE: Pharmacy Projects Student

TERMS: 10 hours weekly remotely [16 week term with a possibility of renewal]

SALARY/RATE: \$25/hour

ABOUT US: At Create, we are on a mission to be Canada's leading compounding pharmacy. Our goal is to create wellness through medication personalization at pricing that is affordable for all Canadians. We are an industry leader in our offerings and have a proven track record of helping clients through personalized medication.

ABOUT THE ROLE: As a Pharmacy Projects Student, you will work closely with the Quality Director & Pharmacist to assist with pharmacy projects relating to quality assurance and improvement, policies and procedures, workflow efficiencies, operations and administrative related items.

RESPONSIBILITIES:

- Assist with the development of quality improvement methodology protocols (including PDSA, Six Sigma/LEAN, HFMEA, process mapping, etc.) to optimize workflow efficiencies, quality and safety, productivity and execution
- Assist with the organization and revision of policies and procedures for non-sterile compounds, non-sterile hazardous compounds, and hazardous sterile compounds and implementation into Workhub (compliance software)
- Ensure policies and procedures in each section is up to date and work to ensure staff members are compliant with completing/reviewing assigned action items and activities
- Organize and manage the settings and administrative items of Workhub through the act of exporting reports, interpreting metrics, data extraction, and through optimization
- Extract and summarize stability data for active pharmaceutical ingredients (APIs) for compounded medications
- Assist with any other pharmacy related projects that may be assigned throughout the weeks

CANDIDATE REQUIREMENTS:

- Enrolled as a Pharmacy student in a University of Pharmacy program in Canada
- A Canadian citizen or permanent resident
- Strong sense of professionalism and problem-solving skills
- Outstanding communication and interpersonal skills, both written and verbal
- Access to reliable internet connection
- Computer system with video camera, microphone and speakers for virtual calls and training
- Working knowledge of Google Applications (Drive, Document, Sheets) is an asset
- Working experience with the Kroll Pharmacy dispensing software is an asset

If you are interested in this position, please submit your resume and cover letter by Sunday, September 24th, 2023 to Dalton Lam at daltonlam@createcompounding.ca.

Only those candidates shortlisted will be contacted. Thank you.

<https://createcompounding.ca/>