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## FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

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**Job Family:** Patient Care Technical

**Class Series:** Pharmacy

**Grid:** 38

**Class Title:** Pharmacy Technician (Supervisor II)

### **I. Level Definition**

Positions at this level supervise Pharmacy Technicians and other designated staff; perform administrative duties; and perform pharmacy technician duties as required in accordance with the scope of practice and standards of practice as outlined by the College of Pharmacists of British Columbia.

### **II. Typical Duties**

1. Supervises Pharmacy Technicians and other designated staff by performing duties such as scheduling and coordinating work assignments, evaluating employee performance and determining related training and orientation requirements.
2. Performs Pharmacy Technician duties such as independently preparing, processing, or compounding prescriptions and ensuring prescriptions are accurate, complete, and authentic; compounding parenteral solutions such as chemotherapy and other medications; performing the final check of a dispensed prescription; and transferring prescriptions to, and receiving prescriptions from, other pharmacies.
3. Oversees, implements and maintains practice standards, policies and procedures; ensures safety standards are adhered to.
4. Oversees and monitors quality assurance program within assigned area.
5. Monitors expenditures and makes recommendations regarding capital equipment.
6. Performs other related duties as assigned.

### **III. Qualifications**

#### **(1) Education, Training and Experience**

Grade 12, and graduation from an accredited Pharmacy Technician program and three years recent related experience including one year in a supervisory capacity, or an equivalent combination of education, training and experience. Current practicing registration as a Pharmacy Technician with the College of Pharmacists of B.C.

#### **(2) Skills and Abilities**

- (i) Ability to supervise.
- (ii) Ability to communicate effectively both verbally and in writing.
- (iii) Ability to deal with others effectively.
- (iv) Physical ability to carry out the duties of the position.
- (v) Ability to keyboard.
- (vi) Ability to organize work.
- (vii) Ability to operate related equipment.