

Number: 60-ADM/2024/280

Date: 02/09/2024

JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	<b>Pharmacy Assistant</b>
No. of Position	1
Worksite / Department	Greater Male' Area Pharmacy / Medical Services and Pharmacy Management
Salary & Benefits	<ul style="list-style-type: none"> <li>Net Salary Range: MVR 10,000– 13,000</li> <li>Overtime and extra working days allowance</li> <li>Health insurance will be provided after probation</li> <li>Staff Privilege Program</li> </ul>
Job Responsibilities	<ul style="list-style-type: none"> <li>Greeting customers and offering assistance &amp; information</li> <li>Dispensing medicines as prescribed by doctors using correct dosages and material for each individual patient</li> <li>Instruct patients on how and when to take care of prescribed medicine and inform them about potential side effects taking the medicine</li> <li>Monitoring inventory issues and managing stock variances</li> <li>Process POS purchases, collect payments, issue receipts, ensure all prices and quantities are accurate as in the prescription</li> </ul>
Required Qualifications	<ul style="list-style-type: none"> <li>Certificate 04 in Pharmacy OR</li> <li>Advance Certificate in Pharmacy OR a higher qualification in Pharmacy</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>Fluent in both English and Dhivehi language</li> <li>Working knowledge of Microsoft office (word and excel)</li> <li>Should be able to attend shift duties and be available for on call duties</li> <li>Registered as a pharmacy assistant or pharmacist at Maldives Allied Health Council</li> </ul>
Deadline	9 <sup>th</sup> September 2024, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal <a href="https://sto.mv/careers">https://sto.mv/careers</a></p> <p>To Process the application, we require necessary documents</p> <p>You can contact us on 3012404</p>