

PharmaLabs

Order Entry / Data Entry Specialist

About Us:

PharmaLabs is a compounding pharmacy and a leading provider of sterile injectables, oral preparations, and non-sterile lotions and gels. PharmaLabs prepares every product using only FDA approved ingredients and all medications are tested prior to release by an independent third-party laboratory. The safety of our patients and the quality of our compounded preparations are our highest priority. Learn more at www.pharmalabs.com.

About the Role:

PharmaLabs is looking to hire a strong Order Entry / Data Entry Specialist to join our team located in Saint Petersburg, FL. A Florida pharmacy technician license is required. Join us and learn how we use cutting-edge resources to incorporate technology to serve our community.

We seek a highly motivated individual with ambitions to consistently achieve structured, daily goals. This is a data entry position that includes inputting orders on behalf of individuals. We use Salesforce and pharmacy software to input order details.

Job Responsibilities:

An individual who is successful in this position will have the following intangible skills:

- Hold accuracy in the highest regard
- Motivated to reach a daily goal
- Able to focus over long periods of time
- Good written and verbal skills
- Dedication to quality of work

Requirements:

- Must have a valid Florida pharmacist license in good standing
- Must be open to flexible hours on occasion as the pharmacy needs

Job Type: Full-time

Schedule:

- 7:45 am - 5:00 pm Monday through Thursday with 30 minutes for lunch
- 7:45 am - 1:15 pm Friday with 30 minutes for lunch

License: Florida Pharmacy Technician (Required)

Benefits:

- 7:45 am - 5:00 pm Monday through Thursday with 30 minutes for lunch
- Paid Holidays off
- Bonus pay
- Flexible scheduling
- Schedule offered is Monday through Thursday 9-5:30pm, Friday 8:30-5pm.

With PharmaLabs, you'll play a critical role in supporting our commitment to be a leading provider in healthcare pharmacy services.