

Number: 60-ADM/2024/338

Date: 28/10/2024

## JOB OPPORTUNITY

Evolve your career with State Trading Organization Plc.

Position Name	<b>Pharmacy Assistant</b>
No. of Position	1
Worksite / Department	Hdh. Kulhudhuffushi Pharmacy / Medical Services and Pharmacy Management
Salary & Benefits	<ul style="list-style-type: none"> <li>Net Salary Range: MVR 9,500 – 10,500</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 a higher qualification in Pharmacy</li> </ul>
Preferred Requirements	<ul style="list-style-type: none"> <li>Registered as a pharmacy assistant or pharmacist at Maldives Allied Health Council</li> <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> </ul>
Deadline	4 <sup>th</sup> November 2024, 1230hrs
How to Apply	<p>Interested candidates please apply online through our job portal  <a href="https://www.sto.mv/careers">https://www.sto.mv/careers</a>            To Process the application, we require necessary documents            You can contact us on 3012404</p>