



pharmacy technical assistant

Posted by The Medicine Shoppe Pharmacy

Posting Date : 10-Feb-2026

Closing Date : 09-Aug-2026

Location : Winnipeg

Salary : \$24.75 Per Hour

Job Requirements

- **Education:** College/CEGEP
- **Language:** English
- **Years of Experience:** 1 year
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job id:** ABOJ3730241

Job Description:

Tasks

- Ensure the information on prescriptions is accurate
- Enter client information in databases
- Maintain inventories of medications and pharmaceutical products
- Maintain prescription records
- Prepare medications for clients

Bill third party insurers

Maintain inventories of medications and prescription records of pharmaceutical products

Maintain supplies

Perform general clerical duties

Order supplies and equipment

Organize and maintain inventory

Experience and specialization

Computer and technology knowledge

MS Excel

MS Office

MS Word

Additional information

Work conditions and physical capabilities

Fast-paced environment

Repetitive tasks

Work under pressure

Attention to detail

Physically demanding

Standing for extended periods

Personal suitability

Accurate

Organized

Flexibility

Reliability

Ability to multitask

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: ms278jobs@gmail.com

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