

Skilled Nursing Pharmacy has serviced the Long Term Care community with excellence in pharmaceutical care for more than 40 years. We are privately owned and believe the relationships we build are the key to our success.

**DATA ENTRY PHARMACY TECH**

**Must be able to work a Flexible Schedule**

**Must have California Pharmacy Tech License**

**Must have 3+ years of pharmacy data entry experience**

Full time position w/ benefits

Main Job Tasks and Responsibilities

- Process pharmacy Orders
- Process orders so fillers can fill prescriptions
- Make sure orders go out

Education and Experience

- high school diploma generally required
- knowledge of computers and relevant software applications
- knowledge of customer service principles and practices
- keyboard skills

Key Competencies

- verbal and written communication skills
- professional personal presentation
- customer service orientation
- attention to detail
- initiative
- reliability
- stress tolerance

Please email your resume to [hr@skillednursingpharmacy.com](mailto:hr@skillednursingpharmacy.com).