



MISSISSIPPI STATE DEPARTMENT OF HEALTH

The MS State Department of Health, Substance Use Disorder Program, is seeking to fill one (1) Pharmacy Technician position. This is a first-level technical position accountable for assisting a pharmacist in drug distribution and inventory. A familiarity of medical terminology and drug types, as well as the common abbreviations used in writing medication orders, and a knowledge of names, strengths, and dosage forms of medications is required. The incumbent must be able to follow procedures efficiently and accurately with minimum supervision.

The Pharmacy Technician will be responsible for providing support to the MSDH Opioid Program, including through tracking and reporting patient SBIRT and GPRA data elements, assisting the pharmacist in the functions of acquisition, counting, bottling, and labeling MAT medications for verification by the COSSAP-funded Pharmacist prior to dispensing to ensure the safety, accuracy, and quality of supplied products; facilitating Prior Authorization process to ensure minimal delay in a patient receiving medication; assisting in regular inventory checks and reordering medications/supplies as needed; inventory control to ensure adequate amounts and types of medications on hand; proper receipt, sorting, and storage of medication including rotation of stock and expiration dates; and aiding other MSDH pharmacy programs or special projects as assigned and within the scope of a pharmacist technician. This technician will be the first point of contact for patients requesting refills and addressing delivery concerns. All activities will be conducted under the direct or indirect supervision of the pharmacist.

**Annual Salary:** \$37,582.56

**Location:** Jackson metro area

**Qualifications:** Typically requires a High School Diploma or high school equivalency, 0-2 years of experience; technician registration with the Mississippi Board of Pharmacy.

**How to Apply:** Interested applicants should submit: 1) Cover letter indicating the title and location(s) for the area in which he/she is applying; 2) *State of Mississippi Employment Application* (<http://www.mspb.ms.gov/media/6595/application%20word%20template.pdf>) and resume to:

Mississippi State Department of Health  
Office of Human Resources  
Attn: Pharmacy  
P.O. Box 1700 Jackson, MS 39215  
Fax: (601) 576-8067

To learn more about the Mississippi State Department of Health, please visit our website @ <http://www.msdh.state.ms.us/>.

***MSDH is an Equal Opportunity Employer***

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