UNIVERSITY OF NAIROBI

INTERNAL ADVERTISEMENT

Applications are invited for the following position:

ASSISTANT CHIEF PHARMACEUTICAL TECHNOLOGIST, GRADE 11, UNIVERSITY HEALTH SERVICES, AC/5/90/24 – 11 POSTS

Job specifications

1. Bachelor's degree in any relevant field **OR** a Higher Diploma in Pharmacy or equivalent qualifications from a recognized institution.
2. Six (6) years' work experience in a busy pharmacy, three (3) of which should be at the level of Pharmaceutical Technologist Grade 8/9/10 (DEF)
3. Registered with the Pharmacy and Poisons Board or any other applicable professional Board/Body
4. Computer literate

Duties and responsibilities

The duties of the Assistant Chief Pharmaceutical Technologist shall include but are not limited to:

i) Process and issue drugs as per doctor's prescription
ii) Guide patients on proper use of drugs, adherence and other adverse effects occasioned by the drug.
iii) Proper drug and related records keeping.
iv) Replenishing drugs in stores to ensure consistency in availability of drugs to patients
v) Stocking and pricing of medications in inventory
vi) Prepare medication for patients
vii) Carry out monthly stock takes and reconciliation
viii) Perform any other duties assigned by supervisor from time to time

NOTES

1. Applicants should email their application letters, certified copies of certificates and curriculum vitae (CV) giving details of their qualifications, experience and three (3) referees, as well as indicating their telephone and e-mail contacts.
2. Applications and related documents should be addressed to the Deputy Registrar, Recruitment and Training, University of Nairobi.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code indicated in the advertisement.
5. Late applications will not be considered.
6. Applications should be emailed as one file in PDF to: recruit-acptuhs@uonbi.ac.ke

CLOSING DATE: THURSDAY, MAY 23, 2024

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER.
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED**.