



Pharmacy Assistant

Posted by: Care Jordan Pharmacy Ltd., operating under Shoppers Drug Mart

Posting date: 24-Jan-2026 **Closing date:** 23-Jul-2026

Education: Secondary (High) School Graduation

Language: English

Job location: Kitimat

Salary: \$\$ 23.00 Per Hour

Years of Experience: Fresher (less than 1 year)

Vacancy: 1

Job Type: Full Time

Job id: CAJ4811949

Job description:

Company Operating Name: Care Jordan Pharmacy Ltd., operating under Shoppers Drug Mart

Business Address: 120 City Centre, Kitimat, BC V8C 1T6

Position Title: Pharmacy Assistant

NOC: 33103 (Pharmacy technical assistants and pharmacy assistants)

Wage Rate: \$ 23.00/hour

Job Type: Full-Time, Permanent

No. of Hours: 32 hours per week

Language: English

Start Date of Employment (Approx.): As soon as possible

Minimum Education: Secondary (High) School Graduation Certificate

Positions Available: 1

Location of Work: Kitimat, BC

Experience: 1 Month to less than 7 months

On site

Work must be completed at the physical location. There is no option to work remotely.

Job Description:

- Review and assess prescriptions for accuracy and completeness
- Maintain prescription records.
- Enter patient information, prescription details, and insurance information accurately into pharmacy management systems
- Provide courteous customer service to patients, including answering basic inquiries and directing questions to the pharmacist when appropriate
- Assist with inventory management, including monitoring stock levels of medications and supplies
- Assist pharmacists and other pharmacy staff with the preparation, packaging, and labelling of medications to ensure timely and accurate dispensing
- Compound oral solutions, ointments, and creams
- Process medical billing information

Health benefits

- Dental plan
- Disability benefits
- Health care plan
- Paramedical services coverage
- Vision care benefits

This employer promotes equal employment opportunities for all job applicants, including those self-identifying as members of these groups: **Indigenous people, Newcomers to Canada, Mature workers, Veterans, Visible minorities, Youth.**

Only persons who are legally allowed to work in Canada can apply for this job. If you are not currently authorized to work in Canada, do not apply as the employer will not consider your job application.

How to apply:

Direct Apply

Or

Please submit your resume by email to carejordan16@outlook.com, including the position title in the subject line of your email.

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: carejordan16@outlook.com

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