Maria O. Johnston

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**Objective**

I would like to make the best use of my knowledge, skill and experience in the profession of pharmacy technician. I am confident enough to satisfy my potential employer by offering the best of my efforts and demonstrating skills. I will definitely enjoy great self-satisfaction by being a part of the dignified medical industry.

**Skills**

* Have extensive knowledge in medication items and dispensing procedures.
* Dedicated to offering the best customer service.
* Expert in understanding wide varieties of handwriting.
* A serious listener to the suggestions of physicians; familiar to dispense medicines by auto devices.
* Well organized to keep things in their right place and in time.
* Have understanding to prepare computerized bills and maintain inventory.

**Experience**

**Pharmacy Technician**

Royal Health Care Hospice, New York, NY

(2012 - Present)

* Working under an expert pharmacist in a reputed healthcare setting in-house pharmacy; maintain register; prepare medications as per prescription requirement; also visit each cabin and bed of patients to confirm the medicines, prescribed by doctors, found attached in files and note them.
* Prepare those medicines; operated auto dispenser machine for blending them; labeled them with patient’s name, bed/cabin number, and doctor’s name, and arranged them to supply together with my assistant. Prior to delivery, all prepared medications are verified by the pharmacist.
* Make billing, collect payments, and keep accounts up-to-date. Also, maintain physical stock of medicines and tally them with systems data; inform about the stock level and give requisition of medicines.

**Trainee Pharmacy Technician**

Apollo Pharmacy, Los Angeles, CA

(2010-2012)

* Worked as per guidance of a pharmacist to dispense medication or prepare list of prescription medicines; used to label and mark them with necessary codes; upon confirmation of the pharmacist, kept them ready for customers.
* Used to prepare bills; collected payment from customers and maintained accounts of stocks in computer; used to sit with the pharmacist to check the stock position.
* Used to attend telephone calls and enquired physicians to confirm about the medication, if found confusing; looked after medicine storage.

**Education**

**Associate’s Degree in Pharmacy Technology**

University of Georgia, Georgia (2010)

**High School Diploma in Science**

Minnesota STP High School, Minnesota (2008)