



**VICTORIAN ABORIGINAL
HEALTH SERVICE**
Caring for the Community

Pharmacist Assistant

- Part – time opportunity, 3 days p/wk.
- Ideal for current Pharmacy Student

About the Organisation

The Victorian Aboriginal Health Service (VAHS) was established in 1973 to address the specific medical needs of Victorian Aboriginal communities. 2023 marks as a landmark year as VAHS proudly celebrate it's 50-year of providing a comprehensive range of medical, dental, allied health and social services for our community.

As well as providing a variety of medical services, VAHS is committed to supporting the well-being of the community through contributions to community events and activities. VAHS is also committed to assisting research into the ongoing needs of the community.

VAHS is a child safe organisation, committed to child safety and wellbeing, and recruits' staff in accordance with the Child Safe Standards Victoria.

About the Opportunity

The position will be responsible for ordering, filling, and dispensing medications under the supervision of our pharmacist.

The incumbent will communicate with VAHS GP's and allied health staff on behalf of the Pharmacist to check Medicare, Centrelink and CTG details are correct on patient's scripts.

They may also be required to attend Home Medication Reviews (HMR) with the Pharmacist.

Key Selection Criteria

To be considered for this role you must have the following.

- Understanding and commitment to the Aboriginal community
- Demonstrated knowledge and understanding of Aboriginal Community Controlled Health services and ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander people
- Certificate II or III in Community Pharmacy (desirable but not essential)
- Familiar with FRED software (desirable but not essential)
- Punctual, hard-working, friendly, and approachable attitude
- Be able to follow instructions effectively and efficiently
- Always demonstrate professional and respectful behaviour
- Willingness to learn, develop and grow
- Excellent written and verbal communication skills
- Fully approved Covid 19 Vaccinations (including booster)

How to Apply

You will need a resume and a tailored cover letter outlining your skills, experience, and suitability for the role. Please forward your application to Employment@vahs.org.au before Sunday 9pm, 12 February 2023.