

Certified Pharmacy Technician with 6 years of experience in retail pharmacies. Recognized for ability to efficiently dispense and package prescriptions with utmost accuracy. Proven record in implementing processes that improve overall productivity. Provide superb customer service, ensuring client retention and loyalty.

CERTIFIED PHARMACY TECHNICIAN / 2012  
*Pharmacy Technician Certification Board (PTCB)*

certifications

HIGH SCHOOL DIPLOMA  
*Bulkeley High School, Hartford, CT 2010*

A.S. PHARMACY TECHNOLOGY  
*Capital Community College, Hartford, CT / 2012*

Cardinal Health Pyxis CII Safe

* Directly assisted an average of 30 customers per day, responding to inquiries and problems
* Handled Treatment Authorization Requests (TAR) and Service Authorization Requests (SAR) as well as performed billing procedures, accurately handling and recording cash flow
* Oversaw inventory levels, implementing new process that ensured 100% stock availability, while increasing inventory turnover
* Commended by head pharmacist for efficient and accurate skills in dispensing and calculating medication dosage

Pharmacy Technician

* Prepared labels and filled prescriptions accordingly, pre-packaging common medications that resulted in 20% faster order completion
* Streamlined data management procedures by reducing number of categorical inputs, which reduced administrative work time by 32%
* Trained new pharmacy technicians, ensuring customer service standards were adequately met
* Provided outstanding customer service, building rapport that drove client retention by 37%

Assisted in transferring entire patient database to new system, swiftly learning use of new system and serving as Lead Trainer for rest of staff



45 Winfield Dr., Charleston, SC 90764

resume objective

Wendolyn Larkins

3361 Melrose Ave NW ~ Roanoke, VA 24017

540-685-1395

Careerservices@an.edu

professional experience

education

key skills

contact

(123) 456-7895

SophiaRobinson@gmail.com

Linkedin.com/in/username

PHARMACY TECHNICIAN   
*Rite Aid Pharmacy / West Haven, CT / 2016 - Present*

PHARMACY TECHNICIAN

*Walgreens / West Haven, CT / 2012 - 2016*

Team Leadership

Microsoft Office Suite

Organization and Prioritization

Problem Solving

Database Software

Dear Job Seeker,

PLEASE note that you \*must\* install the font files to make this resume template work. It’s very simple to do – **just follow the instructions in the “Read Me” file in the Zip file you downloaded this template from.**

If you’re struggling to write your resume, **don’t worry.** You’re in good company – everyone struggles with it. For a high quality resume that will land you employment, we recommend [consulting the certified experts at Resume Writer Direct](https://resumewriterdirect.com/?utm_source=Word_Doc&utm_medium=RWD_Link&utm_campaign=RG_Downloads).

Or, here’s some other content that might help you finish your resume.

* [Free Resume Builder](https://resumegenius.com/?utm_source=Word_Doc&utm_medium=Resume_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Resume](https://resumegenius.com/how-to-write-a-resume?utm_source=Word_Doc&utm_medium=How_to_Write_Resume_Link&utm_campaign=RG_Downloads)
* [Resume Samples by Industry](https://resumegenius.com/resume-samples?utm_source=Word_Doc&utm_medium=Resume_Samples_Link&utm_campaign=RG_Downloads)

Oh, and by the way, **you’re also going to need a cover letter.**

* [Cover Letter Builder](https://resumegenius.com/cover-letter-builder?utm_source=Word_Doc&utm_medium=Cover_Letter_Builder_Link&utm_campaign=RG_Downloads)
* [How to Write a Cover Letter](https://resumegenius.com/cover-letters-the-how-to-guide?utm_source=Word_Doc&utm_medium=Cover_Letter_Guide_Link&utm_campaign=RG_Downloads)
* [Cover Letter Examples by Industry](https://resumegenius.com/cover-letter-examples?utm_source=Word_Doc&utm_medium=Cover_Letter_Examples_Link&utm_campaign=RG_Downloads)