

PHARMACY CLERK

Extra | On-site

Wage: $20.64-$30.13/hr | Dependent on Experience

Modoc Medical Center (MMC) is accepting applications for an Extra, non-benefit eligible Pharmacy Clerk to join the team at Last Frontier Pharmacy, located inside the hospital. The Pharmacy Clerk works under the direction of the Pharmacy Manager and provides essential customer service and clerical support to ensure efficient pharmacy operations and a positive patient experience. This position offers the potential for future transition into a full-time role based on departmental needs and staffing availability.

Responsibilities

- Assist patients by obtaining necessary information such as name spelling, address, and drug allergies
- File prescriptions and ring up sales accurately and efficiently
- Maintain inventory on store shelves and restock as needed
- Keep work areas organized, clean, and compliant with safety standards
- Support the pharmacist and store manager with delegated non-judgmental tasks
- Provide friendly, helpful service to patients and team members

Qualifications

- High school diploma or equivalent required
- Strong communication, organization, and customer service skills
- Ability to read, write, and speak English clearly
- Team-oriented, dependable, and able to work effectively with all staff
- Prior customer service or retail experience preferred

Benefits (Full-time positions)

- Relocation Assistance up to $5,000 for eligible applicants
- Comprehensive Insurance Package: Medical, Dental, Vision, Life & AD&D
- Retirement: 457(b) plan with employer match & LIUNA Pension
- Work-Life Perks: PTO, EAP, longevity bonuses, & uniform allowance
- Education & Discounts: Tuition assistance + free care for employee/ dependents after insurance

Apply Online at www.modocmedicalcenter.org

Modoc Medical Center Human Resources Department
P.O. Box 190 • Alturas, CA 96101

Pharmacy Clerk - Extra
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Modoc Medical Center is an Equal Opportunity Employer