

ST. JAMES'S HOSPITAL

<u>Job Title:</u>	Pharmacist
<u>Grade:</u>	Basic Grade Pharmacist
<u>Area Of Assignment:</u>	Pharmacy Department
<u>Reporting Relationship:</u>	Senior Pharmacist & through him/her the Chief II Pharmacist
<u>Salary Scale:</u>	€34, 077 - €65, 742 (LSI x 1)
<u>Closing Date:</u>	Sunday 30 th August 2020
<u>Ref :</u>	49789/20

QUALIFICATIONS

Each candidate must:

- (a) Be registered in the register of Pharmaceutical Society of Ireland &/or be entitled to be so registered.
- (b) Possess the requisite knowledge & ability (including a high standard of suitability) for the proper discharge of the duties of the office.

MAIN ROLE, DUTIES AND RESPONSIBILITIES

Subject to the direct supervision of the Chief II Pharmacist, you will be required to participate in the provision of a comprehensive pharmaceutical service including:

- The supply of drugs, pharmaceutical & other related items as may be required.
- The purchase, storage & supply of all items on the most economical lines, consistent with quality at pharmacy, ward & departmental levels, & with reference to legal requirements, transit, security & conditions of chemical & physical stability.
- The expansion of a ward pharmacy service & clinical pharmacy.
- The maintenance of records for purchasing, quality control, compounding & dispensing to the standards required.
- The provision of advice to medical & nursing staff on the proper & economic use of drugs & medicines, including participation in schemes for the dissemination of information in relation to drugs & drug usage.
- To assist the Chief II Pharmacist, &/or the Senior Pharmacist in the performance of his/her duties & responsibilities as required.
- Completion of clinical trials/audit/research as assigned by Chief II pharmacist.
- To undertake such other duties appropriate to the office, as may be assigned to him/her by the Chief II Pharmacist & other duly authorised officers of the Hospital Board.
- To participate on the "on call" rota as required.

PARTICULARS OF OFFICE

1. The appointment to this post will be **Temporary, Full-Time and Pensionable**.
2. Annual Leave allowance is **27 days** per annum.
3. The person appointed must not give less than **one month's notice**, in writing, of intention to resign.
4. Normal working hours will be **37 hours** per week
5. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8.00am - 8pm over seven days to meet the requirements for extended day services in accordance with the terms of the Framework Agreement.

PROFICIENCY IN THE ENGLISH LANGUAGE

A level of proficiency in the English language, written and spoken, is a requirement of all roles within St. James's Hospital. You will be required to self-assess your proficiency level in the Standard Application Form. **In addition, your proficiency in spoken English will be assessed during the interview process appropriate to the role available.**

GENERAL CONDITIONS

1. The Hospital Board will not be responsible for the loss or theft of personal belongings.
2. Fire orders must be observed and staff must complete fire training every 2 years
3. All accidents within the department must be reported immediately.
4. In accordance with the "Safety, Health and Welfare at Work Act 2005", all staff must comply with all safety regulations.
5. St James's Hospital is a Tobacco Free Campus. The use of Tobacco or Electronic Cigarettes is not permitted within the Hospital Buildings or on the grounds.

CONFIDENTIALITY

In the course of your employment you may have access to or hear information concerning the medical or personal affairs of patients and/or staff, or other health services business. Such records and information are strictly confidential and unless acting on the instructions of an authorised officer, on no account must information concerning staff, patients or other health service business be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required.

INFECTION CONTROL AND HYGIENE

It is the responsibility of all staff across the hospital to ensure that infection control and hygiene standards are adhered to and maintained at all times.

HEALTH

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

ENQUIRIES

Maeve Colleran, Chief II Pharmacist Clinical Services; Phone: 01 410 3690;
Email: mcolleran@stjames.ie

Bernard Carr, Deputy Director of Pharmacy; Phone: 01 410 3369;
Email: bcarr@stjames.ie

For External Applicants:

The Application Form is available under **Allied Health & Social Care** section of Careers webpage. Alternatively, please contact the Human Resources Directorate for an application form, Phone: 01 4162559 or Email: humanresources@stjames.ie

Please note closing date Sunday **30th August 2020**. For receipt of completed application forms. C.V.s will not be accepted.

A panel may be formed from which future vacancies will be filled

St. James' Hospital is an Equal Opportunities Employer