

**SAM HOUSTON STATE UNIVERSITY  
STAFF CLASSIFICATION DESCRIPTION**

**TITLE:** Pharmacist

**EEO CATEGORY:** Professional

**JOB NUMBER:** 0-2730

**STATUS & GRADE:** E-19

**DATE:** 08/2005

**DEPARTMENT:** University Health Center

**EDUCATIONAL & EXPERIENCE REQUIREMENT:** Bachelor of Science in Pharmacy from an accredited School of Pharmacy and valid Texas licensure as a Registered Pharmacist in good standing. Minimum of four (4) years pharmacy experience. Must be able to organize, plan, and maintain the activities of the Pharmacy. Or a combination of education, experience, and training that would produce the required knowledge and abilities.

**NATURE AND PURPOSE OF POSITION:** Performs professional duties involving compounding and dispensing of drugs, medicines and other pharmaceutical preparations as prescribed by physicians.

**SUPERVISION GIVEN AND RECEIVED:** Supervised by the Physician of the University Health Center.

**PRIMARY RESPONSIBILITIES:** Interprets, fills and dispenses prescriptions in accordance with applicable laws, regulations, and policies. Counsels patients on intake or application of drug or medication. Requisitions drug supplies and maintains narcotic control. Prepares and submits required reports. Responsible for Inventory Control Management. Performs other related duties as assigned.

**OTHER SPECIFICATIONS:** Will assist in pharmacy promotion activities.

**THIS IS A CLASSIFICATION DESCRIPTION WITH THE COMPLETE LIST OF JOB DUTIES BEING MAINTAINED AT THE DEPARTMENTAL LEVEL. THE ESSENTIAL ELEMENTS OF THE JOB MAY VARY ACCORDING TO WORK UNITS AND ARE IDENTIFIED BY THE RESPECTIVE DEPARTMENT FOR VACANCY NOTICES. ANY QUALIFICATIONS TO BE CONSIDERED AS EQUIVALENTS IN LIEU OF STATED MINIMUMS REQUIRE THE PRIOR APPROVAL OF THE DIRECTOR OF HUMAN RESOURCES. SAM HOUSTON STATE UNIVERSITY IS AN "AT WILL" EMPLOYER. DRUG FREE/SMOKE FREE WORKPLACE. SECURITY SENSITIVE IN ACCORDANCE WITH EDUCATION CODE 51.215. DRUG TESTING AS REQUIRED BY D.O.T. FOR SAFETY SENSITIVE POSITIONS. PAY GRADE RANGE IS INCLUSIVE OF SOCIAL SECURITY BENEFIT REPLACEMENT PAY.**