

RUBY BRENTON

Medical Storekeeper

Education

Associate Degree in Pharmaceutical Sciences, Marquette Community College, Graduated: May 2018

Certified Pharmacy Technician (CPHT), Pharmacy Technician Certification Board, renewed in 2020

Skills

Medication Dispensing and Handling ★★★★★


Regulatory Compliance ★★★★★


Record Keeping and Documentation ★★★★★


Customer Service and Patient Interaction ★★★★★

Data Entry and Management ★★★★★

Pharmacy Operations Support ★★★★★

 (365) 123-7458

 rubybbrenton@email.com

 United States, Marquette, MI

Professional summary

Detail-oriented and experienced medical storekeeper with over 7 years in pharmacy operations. Demonstrated expertise in maintaining accurate medication records, managing stock levels, and ensuring compliance with health regulations. Proven track record of enhancing operational efficiency and supporting pharmacy staff in delivering high-quality patient care.

Experience

November 2020 - Now

Medical Storekeeper

HealthPlus Pharmacy, Marquette, MI

- Utilize inventory management software to track and manage inventory effectively.
- Manage the storage, labeling, and dispensing of prescription and over-the-counter medications.
- Negotiate with vendors to secure competitive pricing and ensure timely product availability.
- Conduct regular audits to ensure compliance with health regulations and inventory accuracy.
- Implement procedures to prevent medication errors and ensure proper documentation.

March 2018 - August 2020

Pharmacy Technician

Lakeview Health Center, Marquette, MI

- Assisted in the preparation and dispensing of medications as per prescriptions.
- Supported the pharmacist in managing prescription orders and refills.
- Managed medication records, updated patient profiles, and processed insurance claims.
- Ensured accurate data entry and documentation for prescription and medication orders.