



Cashier, Retail Pharmacy, Prescription Shop 1 - 1 position  
Prescription Shop 1  
St. Joseph's Hospital - London, ON  
Temporary Part Time  
Non-Union

Posting #: 52173  
Posting Date: December 07, 2023  
Submission Deadline: December 13, 2023  
Wade Baillie, Human Resources

This is a temporary part-time position, expected to extend until June 30, 2024, subject to the availability of work.

The Prescription Shop is seeking an energetic, customer-service expert to create an excellent patient experience and support the outpatient pharmacy team by maintaining smooth workflow in the dispensary.

The cashier is primarily responsible for greeting customers in a professional, courteous, timely manner and handling all cash and credit card transactions. This role is also responsible for receiving orders from various vendors, replenishing front shop items, facing stock, and checking expiry dates.

#### Essential Qualifications

- Ontario Secondary School diploma or recognized equivalent in Ontario
- Strong mathematical skills, specifically skilled in quickly and accurately handling cash register transactions
- Proficient with various basic computer/electronic systems, specifically point of sale systems, debit/credit terminals, and computerized pharmacy systems such as Kroll, PharmaClik Rx, Microsoft Office applications (e.g. Outlook, Teams)
- Knowledge of a Safety Culture in a Health Care Setting in compliance with the OHSA
- Demonstrated initiative and excellent customer service skills
- Strong written and verbal communication skills
- Flexibility to work effectively as part of a team, anticipating needs of patients and team members, and shifting focus frequently to maintain service
- Strong organizational skills
- Health and physical condition consistent with heavy lifting, pushing, bending, walking, sitting, standing, and keyboarding
- Flexible and able to adapt well to change

#### Preferred Qualifications

- Proficiency in French is considered an asset
- Graduate of a recognized diploma program
- Minimum 2 years previous retail pharmacy cashier experience

#### Teaching and Research

- St. Josephs Health Care London through its affiliation with Western University and Fanshawe College is a leading research and teaching hospital. As an employee of St. Joseph's you will be expected to engage in role related teaching and research activities in addition to any of your clinical duties.

#### Immunization Requirements

- Provide documentation you have received two doses of the COVID-19 vaccine (primary series, boosters and/or XBB) OR one dose of XBB vaccine at least 14 days prior to the start date.

- Provide vaccination records or proof of immunity against measles, mumps, rubella and varicella (chicken pox).
- Provide documentation of the Tuberculosis skin testing.

*Your interest in this opportunity is appreciated.*

*Human Resources and Leaders use your profile information to evaluate your application for the vacancies you apply to.  
Only those under consideration will be contacted.*