



## **JOB DESCRIPTION**

### **Pharmacy Delivery Driver**

**REPORTS TO:** Director of Pharmacy Services

**EDUCATION & EXPERIENCE:**

High School diploma or equivalent

**SKILLS:**

- Valid State of Texas driver's license. Must be insurable and bondable
- Ability to read English and follow instructions
- Ability to interact courteously and communicate effectively
- Ability to work with minimal supervision and organize time well
- Skill in understanding of handling prescriptions and ensuring appropriate temperature control and transportation of pharmaceuticals.
- Ability to conduct electronic payments and transactions for patients as needed.

**PRIMARY DUTIES:**

- Transports home delivery prescriptions for patients of Waco Family Medicine.
- Completes related paperwork required by WFM to document and justify miles driven
- Willingness to utilize personal vehicle to provide home delivery services. The organization would reimburse based on mileage driven.
- Comply with all regulations related to confidentiality of patient information

**OTHER DUTIES:**

- Other duties as assigned by supervisor

**PHYSICAL AND MENTAL REQUIREMENTS:**

- Visual and auditory accuracy
- Shift length - 8 hours
- Ability to drive 5-6 hours per day and make several stops while maintaining concentration, and deal with a variety of stressful situations including adverse weather, traffic, and deadlines
- Continuous repetitive grasping and manipulation of both hands
- Occasional reaching, walking, squatting, bending, kneeling, twisting, and climbing
- Occasionally carrying, lifting, pushing, and pulling of up to 50 lbs.
- Occasionally working in confined, noisy, dusty areas
- Understand/carry out simple/detailed, oral/written instructions with retention
- Read and interpret detailed specifications
- Subject to random drug tests

**REVIEWED WITH EMPLOYEE:**

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Employee

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Supervisor

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Date

3/15/2024