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| **Position Title:** | Pharmacist |
| **Position Number:** | 2001 |
| **Reports To:** | Pharmacist Manager |
| **Project Worksite:** | Central Office |

**About PREVAIL:**

PREVAIL, or the Partnership for Research on Vaccines and Infectious Diseases in Liberia, is a clinical research partnership between the U.S. Department of Health and Human Services and the Liberian Ministry of Health

**Summary of Position:**

To carry out day to day pharmacy related duties for the Clinical Trials of the Liberia-US Clinical Research Clinical Trial Partnership.

**Description of Responsibilities:**

* Follow pharmacy standard operating procedures (SOPs) in the storage, preparation (including blinding & serial dilutions), transport, dispensing & destruction of investigational agents
* Assuring adequate supplies of investigational agents to meet study participation targets
* Accurately maintain pharmacy registers including:
* Expiry date register
* Returned / expired / spoiled medication
* Demand register
* Pharmacy orders and receipts
* Temperature log
* Drug accountability register
* Blinding code register
* Ensure regulatory compliance within the pharmacy by working with the staff, particularly the Site Manager and Protocol Principal Investigators, to document and report deviations from approved protocol(s) and SOPs
* Resolving all issues identified during site monitoring visits in a timely fashion
* Other duties as assigned

**Qualifications**

* **Education: Bachelor’s** Degree in Pharmacy.
* **Preferred Job-related Experience:** At least three (3) years of experience in a clinical setting.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned with or without notice.

*FHI Clinical values the diversity of our workforce. Without limiting the scope of the preceding provision, all persons who work or who seek to work in Liberia are entitled to enjoy and to exercise the rights and protections conferred by the Decent Work Act of 2015 irrespective of:  race, tribe, indigenous group, language, colour, descent, national, social or ethnic extraction or origin, economic status, community or occupation; immigrant or temporary resident status; sex, gender identity or sexual orientation; marital status or family responsibilities; previous, current or future pregnancy or breastfeeding; age; creed, religion or religious belief; political affiliation or opinion, or ideological conviction; physical or mental disability; health status including HIV or AIDS status, whether actual or perceived; irrelevant criminal record, acquittal of a crime or dismissal of a criminal prosecution against them; or personal association with someone possessing or perceived to possess one or more of these attributes.*

**Process to apply for this position:**

**Deliver the application to**:FHI 360 Financial Management Center

16th Street, Payne Avenue, Sinkor

Monrovia, Liberia

202-884-8000

**OR**

**Send an email to:** [LiberiaRecruitment@fhiclinical.com](mailto:LiberiaRecruitment@fhiclinical.com)

**INCLUDE**: Position Title and number, Current CV/Résumé, FHI Clinical Job Application