

**Laboratory Assistant Job Announcement**

**Position: Pharmacy Technology Laboratory Assistant**

**Location: Douglas Campus**

**Department:** Academic Affairs

**Reports to:** Divisional Academic Dean

**FLSA Designation:** Part-Time

**Nature of Duties:** Under direct supervision, the pharmacy technology laboratory assistant performs routine standardized laboratory work requiring close attention to detailed procedures in the preparation and basic maintenance and operation of laboratory equipment, inventory and requisition of supplies, assisting faculty in supervision of students assigned to laboratories, and other related duties and is employed on an individual academic term basis. The candidate will assist faculty members with classroom instruction, exams, record keeping, adherence to safety procedures, tracking attendance and other miscellaneous tasks related to instruction, tutor or mentor students, perform laboratory research, clean labs as needed, and obtain materials needed for laboratory instruction.

**Minimum Qualifications: (candidates must meet all minimum qualifications to be considered)**

* 2 years of experience as a pharmacy technician
* High school diploma or equivalent
* Pharmacy technician certification Board Certification
* Registration with the Georgia Board of Pharmacy

**Preferred Qualifications:**

* Hospital and retail experience
* Completion of an American Society of Health-System Pharmacists accredited pharmacy technician training program

**Salary/Benefits:** Based on qualifications/no benefits

**Method of Application:** Interested candidates must complete the electronic application process prior to the closing date at https://www.easyhrweb.com/JC\_WestGaTech/JobListings/joblistings.aspx. *Unofficial Transcripts, resume, and proof of applicable certifications\licensure are required for consideration.* *Official transcripts and prior employment verification required within 30 days of hire for continuous employment.*

**Employment Policy:** The Technical College System of Georgia and West Georgia Technical College do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law) in educational programs, activities, admissions or employment. All applicants will be considered; however, only selected applicants may be interviewed.  Approval of employment does not constitute a contract. Employment is offered on an as needed semester term with no guarantee of future continued employment.

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