

GRX Holdings is seeking a motivated, team oriented, full-time **Input Pharmacy Technician with Long Term Care experience** to join their team in Indianola, IA. The hours are Monday through Friday with rotating half days on Saturdays.

Compensation:

- **Competitive salary, commensurate with experience**
- **Comprehensive benefits package available**

Long-Term Care Related Abilities/Duties:

- **Communicate with physicians, patients and insurance companies**
- **Triage patient and pharmacist related questions and channel to the appropriate person**
- **Responsibilities include insuring the accurate and timely dispensing and shipping of all related prescriptions**
- **Identify and enroll all patients in appropriate patient assistance programs**

Data entry Related Duties:

- **Process faxes and E-script orders**
- **Manage and process refills**
- **Input demographic and insurance information**
- **Verify eligibility and specific drug coverage**
- **Work on prior authorizations and insurance over-rides (Fill out forms and keep an active database and files)**
- **Run appropriate labels**

Customer Service Related Skills:

- **Strong phone skills**
- **Strong customer service background**
- **Ability to manage difficult situations and personalities**
- **Must be detail orientated and have the ability to multitask**
- **Relates well and communicates effectively with other employees and patients**
- **Should be independent and self-motivated**

Requirements Education and Experience:

- **High school diploma or equivalent**
- **Certified Pharmacy Technician preferred**
- **At least 1-3 years or greater work experience in Pharmacy**
- **Long Term Care experience preferred**
- **Experience with Frameworks software a plus**

Please note: This is a very fast paced position that requires attention to details. The ideal candidate will have exceptional interpersonal, verbal, and written communication skills, a strong leadership drive, and be an independent self-starter. Applicant must be dedicated to being a team player and an active contributor to the achievement of the vision and mission of the company. This is a terrific opportunity for the right candidate.