Jasmine Ortega

Pharmacy Technician Trainee

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SUMMARY

Pharmacy technician trainee licensed by the Arizona State Board of Pharmacy, with 8 months of community pharmacy training and 19 months of front-end retail work. Counts, labels and enters prescriptions under pharmacist supervision, uses basic math skills for days-supply checks and follows HIPAA rules on every pickup. Sitting for the PTCB exam in 01/2027.

SKILLS

- **Basic Math Skills**
- **HIPAA**
- **Patient Confidentiality**
- **Prescription Entry**
- **Prescription Labeling**
- **Insurance Verification**
- **Inventory Receiving**
- **Cash Handling**
- **Work Independently**
- **Attention to Detail**

EXPERIENCE

Pharmacy Technician Trainee 02/2026 - Present

Saguaro Family Pharmacy Phoenix, AZ

Independent community pharmacy filling about 350 prescriptions a day with 2 pharmacists.

- Process **120+** prescriptions per shift, counting and labeling each for pharmacist verification with no errors to date.
- Complete data entry for about 60 new prescriptions and refills a day, checking allergies and insurance first.
- Calculate quantities and days supply for liquids, inhalers and insulin pens, then have each figure rechecked.
- Maintain patient confidentiality by confirming date of birth at pickup and shredding labeled waste at every close.
- Receive 2 wholesaler totes each morning, matching invoices to stock and shelving drugs by expiration date.

Front End Cashier 06/2024 - 01/2026

Desert Valley Grocers Phoenix, AZ

Part-time role at a neighborhood grocery store while finishing high school.

- Processed **200+** customer transactions per shift, with cash drawers balanced on 98% of closing counts.
- Answered product and price questions for regular customers and walked them to the right aisle.
- Trained 4 new cashiers on register steps, coupon rules and ID checks for age-restricted sales.
- Closed the front end on weekend shifts and completed the cash handling checklist for the manager.

EDUCATION

High School Diploma 05/2025

Maryvale High School Phoenix, AZ

Health Science Pathway

CERTIFICATES

Pharmacy Technician Trainee License

Arizona State Board of Pharmacy

02/2026