

Pharmacy Technician

Jasmine Sherwood



EXPERIENCE

Trainee Pharmacy Technician, Sheffield Teaching Hospitals NHS Foundation Trust, Sheffield *Sep 2023 – Aug 2025*

Two year pharmacy technician training programme with rotations across dispensary, aseptic services, clinical wards, and medicines information.

- Processed an average of **200 prescriptions per day** in the main hospital dispensary, including inpatient, outpatient, and discharge prescriptions
- Conducted **accuracy checks** on dispensed items with a 99.7% accuracy rate across the final 6 month assessment period
- Completed medicines reconciliation for **8 patients per day** on the medical admissions ward, comparing drug histories against GP records
- Identified **4 significant medication discrepancies per week** during medicines reconciliation, escalating each to the ward pharmacist for review
- Prepared **TPN bags and cytotoxic medications** in the aseptic unit, completing 15 items per session under cleanroom conditions

Pharmacy Counter Assistant, Lloyds Pharmacy, Sheffield *Jan 2022 – Aug 2023*

Counter assistant role in a busy community pharmacy, handling over the counter sales and prescription collections.

- Served an average of **80 patients per day** at the dispensary counter, managing prescription collections and OTC medicine sales
- Processed **NHS Electronic Prescription Service (EPS)** nominations and managed repeat prescription requests for 200+ regular patients
- Completed the **Medicines Counter Assistant (NVQ Level 2)** qualification within the first 6 months
- Trained **3 new counter assistants** on SOPs for controlled drug handover and patient data protection

CERTIFICATIONS

GPhC Registration — Pharmacy Technician, General Pharmaceutical Council *Sep 2025*

Medicines Counter Assistant (NVQ Level 2), Buttercups Training *Jun 2022*

PROJECTS

Controlled Drug Audit — Sheffield Teaching Hospitals *Jan 2025 – Apr 2025*

Conducted a trust wide audit of controlled drug storage and documentation across 8 ward areas.

- Inspected **8 controlled drug cupboards** across medical, surgical, and emergency wards, checking stock balances against register entries
- Identified **3 documentation discrepancies** and 1 storage non compliance, all resolved within 48 hours following escalation
- Produced a **summary report** with recommendations presented to the chief pharmacist and ward managers
- Contributed to the trust achieving **full CQC compliance** for controlled drug management in the subsequent inspection

Patient Information Leaflet — Warfarin Counselling *Sep 2024 – Dec 2024*

Developed a patient friendly information leaflet on warfarin management for the anticoagulation clinic at the Northern General Hospital.

- Reviewed **existing patient materials** and identified that reading level was above the recommended NHS accessible information standard
- Rewrote the leaflet at a **reading age of 11** using plain English, with visual guides for INR monitoring and food interactions
- Leaflet was **approved by the medicines information team** and distributed to 120 patients in the first 3 months

PROFILE

GPhC registered pharmacy technician with 2 years of training experience at Sheffield Teaching Hospitals NHS Foundation Trust. Processed an average of 200 prescriptions per day with a 99.7% accuracy rate. Trained in hospital dispensary, aseptic services, clinical ward pharmacy, and community placement. Experienced in medicines reconciliation, patient counselling, and controlled drug management. Seeking a Band 4 pharmacy technician position in an NHS hospital trust.

EDUCATION

Level 3 Diploma in Pharmacy Service Skills in Pharmacy Technician

Buttercups Training (via Sheffield Teaching Hospitals), Sheffield

Sep 2023 – Aug 2025

A-Levels in Chemistry (B), Biology (B), Psychology (C)

Silverdale School, Sheffield

Sep 2019 – Jun 2021

SKILLS

- Prescription Dispensing & Accuracy Checking
- Medicines Reconciliation
- Aseptic Preparation (TPN, Cytotoxics)
- Controlled Drug Management & Auditing
- Patient Medication Counselling
- Electronic Prescribing (JAC, EPMA)
- Stock Management & Procurement
- Pharmaceutical Calculations
- Inhaler Technique Assessment
- Cleanroom Procedures & Gowning
- Clinical Ward Pharmacy Support
- BNF & Drug Interaction Checking
- Infection Control & Waste Disposal
- GPhC Standards & SOPs

LANGUAGES

- English (native)

REFERENCES

Sarah Jennings

Lead Pharmacy Technician, Education & Training, Sheffield Teaching Hospitals NHS Foundation Trust, sarah.jennings@sth.nhs.uk, +44 7700 900 662

EXTRA CURRICULAR ACTIVITY

APTUK Student Representative — Yorkshire & Humber Region

Jan 2024 – Aug 2025

Represented trainee pharmacy technicians in the region at national APTUK meetings and events.

- Attended **3 national APTUK meetings** and fed back key updates to 12 fellow trainees at Sheffield Teaching Hospitals
- Contributed to a **position paper** on trainee pharmacy technician supervision standards

Volunteer — Sheffield Foodbank, Trussell Trust

Sep 2022 – Aug 2024

Fortnightly volunteer at a local foodbank, sorting donations and distributing food parcels to families in need.

- Sorted and packed **food parcels for 30 families per session** during fortnightly 3 hour volunteer shifts
- Signposted **15 families** to additional support services including debt advice and GP registration

Sheffield Half Marathon — Charity Runner for Macmillan Cancer Support

Apr 2024 – Apr 2024

Completed the Sheffield Half Marathon raising funds for Macmillan Cancer Support.

- Raised **£520** through personal fundraising, finishing in 2 hours 8 minutes