

Career Opportunities

SENIOR CLINICAL STORES EXECUTIVE (OT PHARMACIST)

General Requirements

- Bachelor in Pharmacy
- Minimum 2 – 3 years of experience as an OT Pharmacist or store keeper in a well-known hospital
- Strong knowledge of medical consumables, pharmaceuticals, implants and inventory management processes
- Proficiency in Microsoft Office Suite with excellent hands-on experience

Job Specification

- Ensure efficient management with consignment inventory
- Verify all incoming and outgoing inventory items and ensure accurate system updates
- Maintain inventory control and raise indents based on consumption trends
- Monitor expiry of all inventory items and manage write-offs accordingly
- Prepare surgical kits, consumables and implants for procedures
- Prepare and submit monthly reports (write-offs and issue expense report) with OT manager approval
- Verify post-charging of consumed medical consumables and implants in line with company policy
- Review and prevent incorrect billing or issue expenses by re-verifying nursing billing
- Monitor and identify slow-moving and non-moving stocks and recommend appropriate actions
- Ensure proper storage of all materials in accordance with product specifications
- Conduct regular stock audits to prevent pilferage or loss
- Participate in physical inventory verification processes

Salary & Benefits

- Salary based on qualifications & experience
- 30 Days Paid Annual Leave
- Medical Insurance
- Meal while on duty

How to Apply

Interested candidates may log on to <https://careers.treetophospital.com/careers> to submit application (updated CV) before 1600 on September 24, 2026

We thank all applicants for their interest; however, only those selected for further consideration will be contacted.