ST. VINCENT'S UNIVERSITY HOSPITAL
Elm Park

ST. VINCENT'S HEALTHCARE GROUP
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Job Description and Person Specification

Senior Pharmacist

Permanent and Temporary Vacancies

Reference: HR26E118

Closing Date for Applications: Monday, 30th March 2026
In-person Interviews: Friday, 17th April 2026

HR Business Services,
St Vincent's University Hospital,
Elm Park,
Dublin 4.

Contact: +353 (1) 221 6062 or recruitment@svuh.ie

Overview:
Provide effective, efficient and safe pharmaceutical care to all patients under their care in SVUH under the direction of the Clinical Pharmacy Services Manager. Identify and address patient care and medication management needs where appropriate. Advise and provide information to other healthcare professionals, including other pharmacists, to assist them in their care of the patient.

Job title / Grade: Senior Pharmacist

Reports to: Chief II Pharmacist, Clinical Pharmacy Services Manager

Key Duties and Responsibilities

Work systems

- Be fully conversant with all approved systems of work and documentation associated with the pharmaceutical care of the patient, at the level of the pharmacy department, clinical area, and at an organisational level.
- Maintain awareness of the primacy of patient care in relation to all activities.
- Ensure that quality systems are operating correctly.
- Ensure that documentation is completed in accordance with any relevant policies, in a timely manner and filed appropriately when complete, including that for adverse medication incidents or near misses.
- Ensure the promotion and implementation of SVUH guidelines and policies.
- Identify and address deficiencies in medications management systems, where applicable.
- Highlight any discrepancies, incidents or inadequacies in services to the Clinical Pharmacy Services Manager, Head of Pharmacy Services and / or Medication Safety Coordinator, as appropriate.
- Work collaboratively with all members of the pharmacy and wider healthcare teams to deliver an integrated pharmacy service.
- Provide advice in relation to prescribing and medication management to other healthcare professionals.
- Be available to medical, nursing and other healthcare staff to answer queries relating to medication management and pharmaceutical care of patients
- Act as a liaison between pharmacy management and clinical healthcare staff in clinical areas.
- Identify and participate in Quality / Value for Money initiatives.
- Encourage completion of adverse drug reaction cards, medication incident reports by healthcare colleagues.

Knowledge and skills

- Be responsible for updating his/her own knowledge and skills as necessary in order to maintain a high level of competency and to improve service provision to patients, carers and other healthcare professionals.
- Critically evaluate key literature and medical information within assigned clinical specialities and disseminate this to the multi-disciplinary team.

Policy and practice guideline development and review

- Assist in the development and review of pharmacy and multi-disciplinary medication management policies to optimize patient care, improve efficiency and reduce risk to the patient and healthcare professional.
- Participate in formulary application reviews, Medicines Guide updates, IV Drug Guide monograph revision and other policy development as appropriate.
- Participate in policy implementation in clinical areas at a departmental or multi-disciplinary level.
- Participate in hospital committees if required or if appropriate under the direction of, and reporting to, the Clinical Pharmacy Services Manager
- Participate in Pharmacy Department procedures to support and guide nurse prescribing processes in SVUH.

Drug distribution

- Perform duties in the dispensary and work with the pharmaceutical technicians / other pharmacists / dispensary staff to ensure that patients have all required drug therapy available to them when required, in so far as is possible, taking pharmacy and supplier opening hours into consideration.
- Comply with pharmacy department procedures for the supply and return of medication supplies to clinical areas
- Assist in avoidance of stock outages by timely ordering of medications.
- Ensure that all drug distribution practices conform to local pharmacy policies and good dispensing practice e.g. dispensing of blood products policy, dispensing of fridge items, dispensing in accordance with pharmacy ICT recording requirements.
- Advise and assist in developing, implementing and reviewing drug supply, storage and handling policies in pharmacy and clinical areas.

Education and Training

- Participate in education and training programmes in agreement with or as directed by the Clinical Pharmacy Services Manager / Head of Pharmacy Services: these may be CPD or more general such as hospital mandatory training programmes.
- Participate in journal clubs and in-house educational meetings.
- Provide supervision and training for students, pharmacy aides, pharmaceutical technicians and other pharmacists in consultation and agreement with the Clinical Pharmacy Services Manager, Dispensary Manager or Head of Pharmacy Services.
- Participate in education and training of other healthcare professionals such as nurses and doctors, including undergraduates.
- Participate in audits and clinical research projects, including clinical trials.
- Participate in CPD as required by the Pharmaceutical Society of Ireland.

Ethics

- Demonstrate behaviour consistent with the Code of Ethics and with the values of the hospital.

Other

- Undertake additional duties as directed by the Clinical Pharmacy Services Manager or Head of Pharmacy Services, including all clinical and dispensary duties.

Uniform

- The pharmacist should present a neat and tidy appearance at all times when in the hospital.

The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office. This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

The Hospital Structure is currently under review and therefore, reporting relationships may change.

Informal Enquiries or Role Specific Enquiries: Ms Dearbhla Murphy, Clinical Pharmacy Services Manager, Tel: + 353 (01) 221 3510, Email: dearbhlamurphy@svhg.ie

Person Specification

	Essential	Desirable
Qualifications	Candidates must: Be registered with the Pharmaceutical Society of Ireland or be entitled to be so registered without further assessment. Please include evidence of same in application documents *Annual Registration:* On appointment, Practitioners must maintain live annual registration on the Pharmacist Register maintained by Pharmaceutical Society of Ireland.	• Postgraduate clinical qualification or equivalent level of expertise and knowledge gained through practical experience. • Evidence of CPD in clinical pharmacy / hospital pharmacy practice • Relevant management development course. • Risk management training in healthcare
Experience (length and type)	Candidates must: Have at least 3 years satisfactory post registration hospital experience, with a large proportion directly in clinical pharmacy (direct patient care) AND Possess the requisite knowledge and ability (including a high standard of suitability and management ability) for the proper discharge of the duties of the office.	• Experience in a range of clinical areas or specialties • Research experience • Publications and presentations • Clinical audit experience • Experience managing and training staff. • Medicines Information experience • Experience in developing,

		implementing and assessing evidence-based clinical practice guidelines
Core Competencies	• Planning & Managing Resources • Decision Making & Judging Situations • Setting Standards & Ensuring Quality • Influencing People and Events • Managing Individual Performance • Being the communication channel • Creating Team Spirit • Being a Leader & Role Model • Embracing the Change & Service Development	
Health	Candidates for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient	
Character	Candidates for and any person holding the office must be of good character.	

Particulars of Office:

The appointment is: Wholetime, Permanent, Temporary and Pensionable.

Panel: A panel may be formed to fill upcoming temporary, permanent, whole time and part-time vacancies over the next 6 months.

Annual Salary: (01/02/2026) Senior Pharmacist

76,282	79,788	80,910	82,028	82,165	83,728	85,449	88,460

These particulars are subject to change in line with overall public pay policy.

Candidates should expect to be appointed on the minimum of the salary range and in accordance with the Department of Finance guidelines.

Probationary Period: The appointee shall hold office for a probationary period of six months – The Hospital's Probation and Induction policy will apply.

Pension Scheme: The candidate will be entered into one of the Hospital Superannuation Schemes.

Working Hours: The person appointed will work a basic 35 hour week. You will be required to work the agreed roster / on call arrangements advised to you by your line manager. Your contracted hours of work are liable to change between the hours of 8am – 8pm over seven days to meet the requirements

for the extended day services in accordance with the terms of the Framework Agreement. (Reference HSE HR Circular 003/2009). Flexibility on hours of attendance in response to service needs will be a requirement.

Annual leave entitlement: 30 days per annum pro rata each year. Annual leave accrued must be taken within the duration of the contract or calendar year and as agreed between the candidate and the Head of Department.

Additional Information

Confidentiality:

During the course of employment staff may have access to, or hear information concerning the medical or personal affairs of patients, students, staff and / or other health service business. Such records and information are strictly confidential and unless acting on the instruction of an authorised officer, such information must not be divulged or discussed except in the performance of normal duty. In addition records must never be left in such a manner that unauthorised persons can obtain access to them and must be kept in safe custody when no longer required

Hygiene:

During the course of employment staff are required to ensure that the hospital's hygiene and infection control policies are adhered to at all times. All employees have responsibility to prevent transmission of infection by adhering to and implementing optimal hand hygiene and adhering to the Hospital's Hygiene processes. Hygiene is a fundamental component of St Vincent's University Hospital's quality system to ensure the safety and well being of its patients and staff and plays a role in the prevention and control of healthcare associated infection.

Policies / Legislation:

All Hospital policies and procedures form an integral part an employment contract and may be subject to update and revision, from time to time, in consultation with union representatives as appropriate. Employees are required to comply with all hospital policies, procedures (e.g. Dignity at Work, Trust in Care, Computer Usage Policy) and the Hospital's ethical codes of practice.

Employees are required to abide by the hospital's code of behaviour and the code of practice as defined by their relevant professional body.

Protected Disclosure Policy:

See link below for more information on our Protected Disclosure Policy as per the Protected Disclosure (Amendment) Act 2022;
Protected Disclosures - St. Vincent's University Hospital (stvincents.ie)

Please note the following:

- The Hospital Board is not responsible for loss or theft of personal belongings
- Fire orders must be observed and staff must attend the fire lectures periodically
- All accidents within the department must be reported immediately.
- In line with the Safety, Health and Welfare at Work Act (2005), smoking within the Hospital Building is not permitted.
- All staff are advised to avail of Hepatitis B Vaccination with Occupational health
- The use of personal mobile phones is prohibited.
- St. Vincent's University Hospital buildings and grounds are **smoke-free**.

Application Process: St. Vincent's University Hospital is an equal opportunities employer and is committed to promoting an environment free from discrimination in accordance with the Employment Equality Acts 1998 and 2004. The Hospital values diversity and recognises the benefits of having a workforce that reflects the community we serve. We are committed to equality of access to positions within the Hospital. All recruitment activity and documentation will encourage applications from all potential candidates without discrimination.

Interested candidates should apply for vacancies of interest by visiting the Hospital Careers pages: http://www.stvincents.ie/Home/Careers.html

- Note the closing date(s) for the submission of on-line applications are specified on the list of vacancies. St. Vincent's University Hospital are not able to accept late applications.
- It is the applicant's responsibility to ensure that they apply well in advance of the closing date.
- Any applications which are still in progress but have not been submitted after the closing date will not be registered by our Web Recruitment System.
- Applications for St. Vincent's University Hospital job vacancies will only be accepted through our Web Recruitment System.
- St. Vincent's University Hospital may only take into account technical issues raised by an applicant if advised to our Human Resources Department prior to the advertised closing date.

Non-European Economic Area Applicants*:* While St. Vincent's University Hospital is an equal opportunities employer, in line with current Department of Jobs, Enterprise and Innovation Employment Permit requirements, applications from non European Economic Area (EEA) will only be considered in the event that an EEA citizen cannot be found to fill the vacancy. Please note that if you are a NON-EEA applicant and are unable to supply documents (listed on www.djei.ie), you are not entitled to participate in this recruitment competition. This is in accordance with the EU Community Preference Rule. Further information is available at www.djei.ie.

Former Public Service employees: Eligibility to compete may be affected where applicants were formerly employed by the Irish Public Service and previously availed of an Irish Public Service Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Collective Agreement: Redundancy Payments to Public Servants

Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. This is a non-exhaustive list and any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

Persons in receipt of a pension from specified Superannuation Schemes: Former Health Service and Public Sector Employees must adhere to the relevant prohibition of re-employment provisions where they have previously availed of a Public Service Voluntary Early Retirement or Ill Health Retirement Pension from any of the following Pension schemes:

- Local Government Superannuation Scheme (LGSS)
- Health Service Executive Employee Superannuation Scheme
- Voluntary Hospitals Superannuation Scheme (VHSS Officers/Non Officers)
- Nominated Health Agencies Superannuation Scheme (NHASS)
- Other Public Service Superannuation Scheme

Among the Voluntary Early Retirement Schemes referred to above are the following:

- Incentivised Scheme of Early Retirement (ISER)
- Voluntary Early Retirement Scheme 2010 (VER)

Prospective candidates must satisfy themselves as to their eligibility to be employed applying / competing for posts to be filled through this recruitment campaign.

Abatement of Pension (Section 52 of Public Service Pensions Act 2012): Where a person who is in receipt of a Public Service Pension (e.g. retired on voluntary age grounds) is subsequently appointed to another Public Service post, the Abatement of Pension Regulations apply. This means that in a situation where the total of a person's pension combined with their salary from their new post, exceeds the uprated (current) salary of the position from which they retired, his/her pension is reduced by any such excess amount. This provision applies irrespective of whether the relevant pension was accrued in the same Pension Scheme which applies to the new appointment, or in another Public Service Pension Scheme.

Shortlisting: Shortlisting will be carried out on the basis of information supplied on your curriculum vitae. The criteria for shortlisting are based on the requirements of the post as outlined in the Person Specification. Failure to include information regarding these requirements on your CV may result in you not being called forward to the next state of the recruitment process.

All overseas qualifications must be validated. No candidate can work in the Hospital without validated qualifications. If professional registration is also a requirement, candidates must provide documentation of same.

Canvassing will automatically disqualify.

Please note that you will be contacted mainly by mobile phone and email. It is important that your mobile phone number, postal address and email address are correct. It is your responsibility to ensure that you have access to your mobile voice mails and emails. We recommend that you use an email address that you have regular access to.

Competency based interviews follow the shortlisting stage of the recruitment process. Credit is awarded by the interview panel to candidates who demonstrate at interview that they possess the experience, competencies and skills listed in the person specification. Candidates will normally be given at least one weeks' notice of interview. All interviews are held remotely unless it is specifically noted otherwise in the Job Description. No subsequent or alternative dates to dates given will be offered to candidates. All posts are located in St. Vincent's University Hospital, Elm Park, Dublin 4 unless it is specifically noted otherwise in the Job Description.

Disability: Please let us know if you need any special assistance at interview, e.g. if you have difficulty in moving up or down stairs or have hearing or speech difficulties.

Candidates are notified of the result of their interview at the earliest possible date after the interview. The recommendation of the interview panel does not constitute a job offer. The process continues after the interview and includes clearance checks such as references, Garda clearance, occupational health clearance, validation of qualifications and experience. A job offer is made pending satisfactory clearances. SVUH reserves the right to remove candidates from specific recruitment panels and retract job offers if satisfactory clearances cannot be obtained or are deemed unsatisfactory.

** If you lived in any country for 6 months or more from the date of your 16th birthday other than the Republic of Ireland or Northern Ireland you will be required to provide security clearance for each jurisdiction in which you have resided. Your*

security clearance must be dated AFTER you left that country and cover the entire period of your residence. Seeking security clearances from other countries are the responsibility of the candidate. It is a process which can take an amount of time. Therefore we would strongly advise that you commence seeking international security clearances now.

For some recruitment competitions a panel of successful candidates may be formed as a result of the interviews. Candidates who obtain a place on the panel may, (within the life of the panel), be considered for subsequent approved vacancies. Candidates are placed on a panel in order of merit. A panel is typically live for 6 months.

It is normal procedure that candidates be placed on the first point of the relevant salary scale in accordance with the Department of Finance guidelines.

Declaration: Please read your application carefully and check for any errors or omissions. False declaration or omission in support of your application will disqualify you from appointment.

This document must be regarded as an outline of the major areas of accountability at the present time, which will be reviewed and assessed on an on-going basis.

Date: March 2026