

SA Pharmacy Candidate Pool

Applicant FAQs

The SA Pharmacy Candidate Pool is now open to registered pharmacists interested in joining SA Pharmacy for short term employment. Below are some frequently asked questions for applicants.

Welcome to SA Pharmacy

SA Pharmacy is responsible for the provision of Pharmacy Services at SA Metropolitan Public Hospitals and at Country Hospitals with on site pharmacy departments

SA Pharmacy Services include:

- Medicines Supply services
- Clinical Pharmacy Services
- Pharmaceutical Manufacturing and Quality Control
- Investigational Drugs Service
- Provision of Medicines Information Services
- Therapeutic Drug Monitoring
- Provision of expertise to Drug and Therapeutics Committees and others
- Teaching, Training and Research
- Management Services

What types of roles are available through the Candidate Pool?

Roles that will be offered through the candidate pool are short term and contractual in nature for vacancies of a minimum of 4 weeks to a maximum of 12 months. They may be part time or full time. These roles can be offered by any SA Pharmacy site or Local Health Network (LHN).

As part of the post interview process, you will be required to provide the following information:

- Preference site or LHN that you would be willing to work at
- Days of the week that you are available to work
- Minimum contract duration preferred

More than 80% of candidates that are successfully added into the Candidate Pool continue to be employed in SA Pharmacy.

Where are potential positions located?

Positions may be available at any SA Pharmacy site as listed below:

- The Queen Elizabeth Hospital including St Margaret's Hospital
- Royal Adelaide Hospital
- Flinders Medical Centre
- Lyell McEwin Hospital
- Modbury Hospital
- Women's and Children's Hospital
- Glenside Hospital
- Noarlunga Health Service
- Hampstead Rehabilitation Centre
- Country Hospitals located in:
 - Mt Gambier
 - Pt Pirie
 - Berri

- Murray Bridge
- Pt Lincoln

How do I apply to the SA Pharmacy Candidate Pool?

To lodge an application, complete an on-line Application Form via the below link.
<http://jobs.sahealthcareers.com.au/caw/en/job/706399/pharmacist-sa-pharmacy-candidate-pool>

Applicants are also welcome to apply for specific vacancies within SA Pharmacy at any time using the online application system. Current vacancies can be found at <http://www.sahealthcareers.com.au/> or via <http://iworkforsa.gov.au/>.

Applications timeline: Applications will be accepted on a continuing basis, with about four rounds of interviews held annually.

Applicants who have registered their interest will be notified via email if they are to be invited for further assessment or if a vacancy becomes available suitable to their skills and preferences.

What will I need when applying?

- > A current resume/curriculum vitae to assist in populating the application.
- > Evidence of your registration with the Pharmacy Board of Australia
- > Contact details (email and telephone) of three current referees.
- > Visa/passport details (if you are not a permanent Australian resident)

You may be required to complete a pre-interview questionnaire and submit your Continuing Professional Development plan if you are invited for further assessment.

What are the eligibility requirements?

You must have current registration as a pharmacist with the Pharmacy Board of Australia.

What classification will I be considered for?

Positions will be offered at the AHP2 Pharmacist classification. The AHP2 Pharmacist classification is the entry level for hospital pharmacy.

How do you select your applicants?

All applications will be assessed against predetermined criteria and suitable candidates may be invited to an interview.

It is anticipated that referees will be contacted so please ensure you maintain up to date details of relevant referees and that you have sought their permission for SA Pharmacy to contact them.

How will I receive further communication from SA Pharmacy?

Most correspondence will be via email so please check your email on a regular basis. It is your responsibility to ensure you check your emails so you do not miss any communications sent.

What happens once I am placed into the successful Candidate Pool?

Your contact phone number and information that we asked you to provide (including criminal history screening clearances (aged and child), days you are available to work, sites you are available to work at, outline of your orientation needs and preferred contract duration) will be added to the Candidate Pool Register. The register also includes your application and interview results.

The Candidate Pool Register will be shared with SA Pharmacy staff who undertake the responsibility for recruitment at each SA Pharmacy site or LHN. They will contact you directly by phone when a position becomes available.

How long will SA Pharmacy hold my application?

Applications will be held for 12 months unless you have been advised you are not deemed suitable for consideration or you have been offered a role. The candidate pool is advertised every 12 months and all applicants must reapply.

Applicants should withdraw their application should they no longer wish to be considered as part of the candidate pool to avoid being contacted by SA Pharmacy.

Successful applicants that have been listed on the Candidate Pool Register will have their details listed for a maximum of 12 months.

If you have not been offered a role within 12 months of being listed on the Candidate Pool Register, you will be automatically removed at 12 months.

If you have accepted an offer of contract at any SA Pharmacy site, a reassessment of your application will be made at 12 months.

If successful in gaining employment with SA Pharmacy, what will be my conditions of employment?

You will be employed and paid in accordance with the SA Modern Public Sector Enterprise Agreement: Salaried 2017.

You are fully responsible for all aspects pertaining to your pre-employment leading to employment. Contract requirements may include Criminal History Check and Pre-employment Health Assessment.

What do I do if I change my address or email details during the process?

If you change your address or email details at any time following the submission of your application you are required to visit the SA Health website www.health.sa.gov.au/careers and log in using your profile, select Edit Profile, click on Personal Details, update your details and then save. This is a live system so you can go in and update personal details at any time.



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