

Brenda Paredes

3020 W. Jefferson Ave.
McAllen, TX 78504
(956) 877-9855
paredesbrenda@live.com

EXPERIENCE

Doctors Hospital at Renaissance – *Institutional Sterile Compounding Pharmacy*

Pharmacy Technician Supervisor

May 2023 – Present

- Administrative tasks pertaining to pharmacy operations.
- Purchasing and inventory management.
- Oversees daily workflow of technicians within the department.
- Prepare daily work schedules for a staffing of over forty-five technicians.
- Reviews technician performance bi-annually.
- Holds staff accountable to standard operating procedures.
- Participates in recruitment, vetting, and hiring of staff.
- Assists with development, documentation, and provision of training.
- Ensure staff competency with trainings, health-stream assessments, and other means as assigned.

Doctors Hospital at Renaissance – *Institutional Sterile Compounding Pharmacy*

Pharmacy Technician

August 2021 – May 2023

- Prepare intravenous admixtures and other sterile products, for example: I.V. antibiotics, Total Parenteral Nutrition, eye syringes, pediatric syringes, large volume I.V., special in-house admixtures.
- Compound and prepare commercially unavailable oral suspensions and solutions.
- Blister pack individual doses with the aid of pharmaceutical automation.
- Deliver medications to patient care and ancillary areas.
- Provide support to physicians, nursing staff, and professionals of various disciplines.
- Enter charges and credits for medications.
- Dispensed controlled substances for non-standard compounds.
- Maintain logs, records, and documentation as required by governing agencies.
- Answered calls and directed to appropriate personnel.
- Filled carts, discharge prescriptions, physician orders, and departmental requisitions.

Nuestra Clinica Del Valle, San Juan - Pharmacy Technician (Class A and C floater)

Pharmacy Technician

February 2021 – February 2022

- Processed patient prescriptions, e-scripts and original hard copies.
- Answered phones to process refill orders.
- Communicated with third parties for pre-authorization requirements.
- Filed prescriptions in numerical order.
- Collected payment for prescription co-pays.
- Serve as translator for Spanish speaking patients.
- Floater for six pharmacies, encompassing the area between Rio Grande to Mercedes.

Doctors Hospital at Renaissance – Institutional Sterile Compounding Pharmacy

Pharmacy Technician Supervisor

April 2017– April 2018

- Administrative tasks pertaining to pharmacy operations.
- Purchasing and inventory management.
- Oversees daily workflow of technicians within the department.
- Prepare daily work schedules for a staffing of over forty-five technicians.
- Reviews technician performance bi-annually.
- Holds staff accountable to standard operating procedures.
- Participates in recruitment, vetting, and hiring of staff.
- Assists with development, documentation, and provision of training.
- Ensure staff competency with trainings, health-stream assessments, and other means as assigned.

Doctors Hospital at Renaissance – Institutional Sterile Compounding Pharmacy

Pharmacy Technician

August 2014 – April 2017

- Prepare intravenous admixtures and other sterile products, for example: I.V. antibiotics, Total Parenteral Nutrition, eye syringes, pediatric syringes, large volume I.V., special in-house admixtures.
- Compound and prepare commercially unavailable oral suspensions and solutions.
- Blister pack individual doses with the aid of pharmaceutical automation.
- Deliver medications to patient care and ancillary areas.
- Provide support to physicians, nursing staff, and professionals of various disciplines.
- Enter charges and credits for medications.
- Dispensed controlled substances for non-standard compounds.
- Maintain logs, records, and documentation as required by governing agencies.
- Answered calls and directed to appropriate personnel.
- Filled carts, discharge prescriptions, physician orders, and departmental requisitions.

EDUCATION

University of Texas Rio Grande Valley – *Bachelors of Science in Nursing (not completed)*
August 2018- December 2019

South Texas College – *Certificate of Completion, Pharmacy Technology*
December 2014

South Texas College – *Associate of Applied Science in Pharmacy Technology*
December 2014

LICENSES and CERTIFICATIONS

Texas State Board of Pharmacy – *#229010 Registered Technician.*
Expires 03/31/2027

Pharmacy Technician Certification Board – *#30258732 Certified Pharmacy Technician. Expires*
01/31/2028

Texas Society of Health-System Pharmacists – *Sterile Compounding and Aseptic Technique.*
Issued October 1, 2015