



GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDĀT ESPETĀT MIMURIĀT GUĀHĀN

850 Governor Carlos Camacho Road, Tamuning, Guam 96913

Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



AREA OF CONSIDERATION – OPEN COMPETITIVE

TO ESTABLISH A LIST FOR THE POSITION OF

CHIEF OF CLINICAL PHARMACY

OPEN: July 8, 2026

CLOSING DATE: July 22, 2026

ANN. NO.: 26-56

GENERAL PAY PLAN

OPEN: Q-01 \$73,788.00 P/A to Q-10 \$101,296.00 P/A

PROMOTION: Q-01 \$73,788.00 P/A to Q-18 \$130,052.00 P/A

MINIMUM EXPERIENCE AND TRAINING:

Doctor of Pharmacy degree from an accredited pharmacy program, three (3) years of hospital pharmacy experience; one (1) year of direct patient care experience; and one (1) year of supervisory or managerial experience.

NECESSARY SPECIAL QUALIFICATION:

Possession of a current license as a registered Pharmacist from the Guam Board of Examiners for Pharmacy.

SELECTIVE FACTOR:

Possession of a current certificate in Basic Life Support (BLS) from the American Heart Association (AHA); and

Possession of a current certificate in Advanced Cardiac Life Support (ACLS) from the American Heart Association (AHA);

PREFERRED QUALIFICATION:

Completion of a residency program accredited by the American Society of Health-System Pharmacists (ASHP).

Board Certification by the Board of Pharmacy Specialties (BPS).

NATURE OF WORK:

This position is administrative and professional clinical pharmacy work involved in the administration of the clinical pharmacy programs and services at Guam Memorial Hospital Authority. Work is performed under general direction following the practices and procedures of hospital pharmacy.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Provides oversight and support for the development and advancement of clinical pharmacy services, focusing on standardization and optimization of clinical workflow, identification of staff competency needs, process improvements that optimize clinical efficiency and medication utilization, and staff education and communication. Provides direction for prioritization of clinical pharmacy projects. Provides drug information and in-services to physicians, nursing staff, and other health professionals. Interacts with physicians, nursing staff, and other health professionals to maintain interdisciplinary relationships. Assists in the establishment, maintenance, and enforcement of professional standards for pharmacy practices in accordance with local and federal laws, accrediting bodies, United States Drug Enforcement Administration, Occupational Safety and Health Administration, Health Insurance Portability and Accountability Act, Centers for Medicare and Medicaid Services standards, and other regulatory requirements. Arranges site coordination of advanced pharmacy practice experiences (APPE) and residency training programs. Establishes and maintains hospital clinical pharmacy policies and procedures. Provides insightful pharmaceutical-related recommendations to support and advocate for medication-use safety. Performs related duties as assigned.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of best practice standards and clinical guidelines for acute and chronic disease management, as well as concepts of modern pharmacology and pharmacotherapeutics.
- Knowledge of the laws and regulations governing all hospital pharmacy operations.
- Knowledge of the principles and practices of administration, supervision and management including budgeting, personnel management, and quality assessment and performance improvement.
- Ability to make decisions in accordance with established policies and procedures, professional standards, laws, rules, and regulations.
- Ability to implement new systems and procedures, and develop and implement clinical protocols and policies.
- Ability to effectively communicate both orally and in writing.
- Ability to establish and maintain effective working relationships with internal and external personnel.
- Ability to compile, analyze, and interpret complex data for informed decision-making, to achieve targeted objectives.
- Skill in prioritization, problem solving, team building, decision-making, time management and strategic planning.

EXAMINATION REQUIREMENTS: A written test may be required. When a written test is not required, applicants will be rated on a scale between 70.00 and 100 percent on the basis of their training, education and experience in relation to the minimum requirements of the positions. **Individuals with disabilities who require special accommodations should contact this office prior to any scheduled examination.**

EDUCATION REQUIREMENT: Applicants claiming education accomplishment, such as, degrees or credits are required to submit official or verified copies of university or college transcripts. Pursuant to Public Law 29-113, effective September 30, 2008, all new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general education high school program, apprenticeship program or successful completion of certification program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job.

DRUG SCREENING AND PRE-EMPLOYMENT PHYSICAL MEDICAL EXAMINATION: All applicants tentatively selected for this position are required to submit to a urine test to screen for illegal use of drugs prior to appointment. All applicants accepting employment with Guam Memorial Hospital Authority must take and pass a pre-entry Physical Examination.

PRIMARY SOURCE VERIFICATION: Applicants applying for positions in the Nursing and/or Allied Health Professional positions requiring licensure pursuant to Public Law 24-329 or National Credentialing Institution must obtain a verification of licensure upon notification of selection as a condition of employment. All cost incurred for licensure/ certification verification is at the applicant's expense.

VETERANS' PREFERENCE: Applications claiming veteran's preference are required to provide a copy of their DD-214 (Military discharge member 4 form). Those claiming Compensable Disability are required to provide verification from the Veteran's Administration.

DISABILITY PREFERENCE: Applicants wishing to claim Disability Preference should submit a Government of Guam Disability Certification form, certified by the Director of Public Health & Social Services.

POLICE AND COURT CLEARANCE: Pursuant to Executive Order No. 2005-34 and Public Law No. 28-24, all applicants accepting employment with Guam Memorial Hospital Authority must submit a police and Superior Court of Guam clearance of no more than 3 months old from the date of notification of selection as a condition of employment. The cost of the clearances is the applicant's responsibility. Off-Island applicants must obtain clearances from their last place of residence.

AREA OF CONSIDERATION AND INTERVIEW PROCESS: A personal interview, interview by telephone or video conferencing will be held by the appointing authority or his designee for eligible candidates referred via certification. Certification for interviews are prepared from valid eligibility listings in accordance with the area of consideration or examination and in the following order if available: 1) Departmental; 2) Government-wide; and 3) Open Competitive. Candidates will be contacted accordingly during active recruitment when their names are reached on the appropriate list.

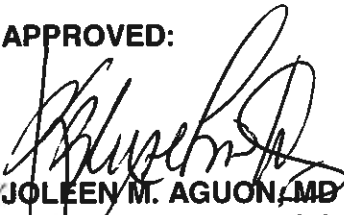
Important Note: Individuals with disabilities who require special accommodations should contact the Equal Employment Opportunity Office at (671) 647-2104, prior to any scheduled interviews. If traveling off-island and/or if contact information has changed, all eligible candidates are responsible for notifying the Human Resources Office of any changes in contact information to include email and mailing addresses.

IMPORTANT INFORMATION: Public Law 99-603 (8USC, Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All new employees shall be required to provide proof of identity and work eligibility to work in the United States.

If you are hired to fill a position in the Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility.

WHERE TO APPLY: Applicants must submit the "Guam Memorial Hospital Authority – Employment Application" to the Guam Memorial Hospital Human Resources Department between the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday. Closed on official Government Holidays, Saturday and Sunday or via email to human.resources@gmha.org. To ensure full consideration of your application, all supporting documents must be submitted with the application. For further information, call (671) 647-2409/2171 or visit the Guam Memorial Hospital Authority Human Resources Department at 850 Gov. Carlos Camacho Road Oka, Tamuning, Guam 96913. The Human Resources Department is located on the first floor within the Administration offices or visit the gmha.org website for other employment opportunities.

APPROVED:


JOLEEN M. AGUON, MD
Interim Hospital Administrator/CEO