



The Health Services Authority is responsible for the provision and administration of primary and secondary levels of healthcare services and public health functions for residents of the three Cayman Islands through a 127-bed hospital on Grand Cayman, a 18-bed hospital in Cayman Brac, satellite outpatient clinic in Little Cayman and four District Health Centers on Grand Cayman offering the most comprehensive range of inpatient and outpatient services in a single health system in the Cayman Islands.

We invite applications for the following position:

CHIEF PHARMACIST

Salary range: \$95,460 - \$128,388 per annum

The Chief Pharmacist manages the Pharmacy Services across the Health Services Authority, providing strategic and operational direction and supervising all pharmacy clinical staff.

Primary Responsibilities: The successful candidate provides strategic and operational leadership for the pharmacy services across the Health Services Authority, including direct management of pharmacy clinical staff and full accountability for the Pharmacy budget, ensuring effective financial control, cost-effective procurement, and appropriate medicines use. The role oversees the safe and efficient delivery of pharmaceutical care across hospitals and district health centres, ensuring compliance with legislation, professional standards, quality control, and health and safety requirements. The successful candidate responsibilities include procurement, inventory control, storage, and distribution of non-pharmaceutical supplies; high-volume local and overseas purchasing; supply chain planning; vendor and contract management; emergency and hurricane preparedness; regulatory compliance; performance management; reporting; and continuous improvement initiatives to ensure continuity of supply, cost control, and service excellence.

Qualifications and Experience: The successful candidate must possess a Bachelor of Pharmacy or equivalent. Post-graduate Diploma, Pharmacy related Masters and/or additional management or financial degree/accredited studies would be an asset. The candidate should have at least five (5) years managerial experience of a department with at least fifteen (15) staff. Technical expertise in drug information, sterile and non-sterile manufacturing and in the operation of a busy outpatient dispensary in a hospital is required. The candidate should also have experience in the preparation of an output budget and in the implementation of pharmaceutical legislation. Must have at least five (5) years' experience as a qualified pharmacist. This experience must have been gained in both hospital and retail (community) settings. Must be eligible to practice in the Cayman Islands as a Pharmacist with the Pharmacy Council.

A remuneration and benefits package, commensurate with experience and qualifications will be offered to the successful candidate.

NOTE: Incomplete applications will not be considered. All applicants must complete and submit an HSA Application Form via e-mail to hsa.jobs@hsa.ky using pdf format. Log on to our website at www.hsa.ky to access Application Form and Job Description.

Deadline for post: March 1, 2026



JOB DESCRIPTION

Job title	<i>Chief Pharmacist</i>	Job Holder	
Reports to	<i>Medical Director</i>	Section	<i>Pharmacy</i>

Background Information

The Cayman Islands Health Services Authority (C.I.HSA) provides and administers health care services and public health functions for residents of the Cayman Islands in accordance with the National Strategic Plan for Health.

The C.I. HSA Pharmacy consists of outpatient and inpatient pharmacies which are located at the Anthony S Eden Hospital with other locations in the various districts and Faith Hospital in Cayman Brac.

The Pharmacy Department provides pharmacy services such as prompt and accurate dispensing of drugs under prescription by Medical Officers of the Health Services, dispensing of controlled drugs, sterile and non-sterile compounding, oncology services and other pharmaceutical services.

Job purpose

To effectively manage all Pharmaceutical Services provided by the Cayman Islands Health Services Authority .

Dimensions

- Postholder directly manages all C.I.HSA. Pharmacy clinical staff such as Clinical Pharmacists, Pharmacists, Pharmacy Technicians and Pharmacy Assistants.
- Manages all aspects of the C.I.HSA. Pharmacy budget.
- Postholder provides leadership and direction via a section Mission Statement and annual section plan.

Strategic planning

- To develop a clear vision for the pharmacy services which is informed by the needs of the Trust, external guidance, legislation, technology and the Trusts Business Planning process.

- Develop a Pharmacy Business Plan which takes account of, and reflects, the demand for services from the government, local and national trends and developments and adherence to the C.I.HSA. Strategic Plan.
- Liaise with general and service managers to ensure that service developments are incorporated into the Pharmacy Business Plan bearing in mind resource implications.
- Participate in in developing strategies to implement national Pharmacy initiatives to improve efficiency, reduce risk and enhance the patient experience.
- To develop and implement information services in line with new technology.

Duties and responsibilities

Budgetary/ financial management

- Post-holder prepares and monitors annual department budget of approximately CI\$7,000,000.00. Is also responsible for the Pharmacy revenue generation and works with Patient Financial Services to ensure collections.
- Supports processes aimed at improving financial information and control mechanisms, for example, identifying cost drivers, and refining systems to gather data within the hospital's performance management framework.
- Ensures that information and advice is provided to all health care professions in relation to usage and expenditure on drugs, and promotes clinical economy and cost beneficial drug utilization within the process of any formal/informal drug utilization review.
- Promotes cost effective drugs usage within Health Services Authority (H.S.A.) and promotes the same at national level.
- Is proactive in the efficient and cost-effective procurement of drugs and associated products within the H.S.A., contributing locally and nationally to contracting and purchasing initiatives.
- Ensures that H.S.A.'s pharmaceutical assets are utilized safely and effectively, are fit for purpose and are suitably maintained.

Technical management

- To manage the Pharmaceutical care provided to the Health Services' patients at the Cayman Islands Hospital (both inpatient and outpatient), District Health Centers, and other special locations based on agreements between HSA and CI Government.; ensuring that it is equipped to provide an efficient and timely service with established procedure for safe systems of work and comprehensive record keeping.

To ensure continuous Quality Control as per pharmacy policies.

- To ensure the aseptic controls (according to established guidelines) with regard to the sterile equipment and facilities.

To ensure that drugs throughout the Health Services Department are stored and disposed of under proper and secure conditions in accordance pharmacy policies.

- To establish systems and procedure in order to regulate the Health and Safety of Pharmacy Staff at the Cayman Islands Hospital and the District Health Centers Dispensaries.

To oversee all pharmaceuticals and related supplies necessary for the Health Services via a tender system (in collaboration with the Pharmacy Stores Manager).

Medicines information management

- Organizes continuing educational materials and lectures on Pharmaceutical topics. Researches and provides clinical information to medical staff and other health care professionals as requested.

As a member of the Pharmacy and Therapeutics Committee, coordinates the continual review of the Health Services formulary;

Coordinates the monitoring of proper pharmaceutical standards and procedures wherever drugs are stored or dispensed throughout the country. Represents the profession on the National Drug Council

- Participates in all committees/functions of the Health Services that require Pharmacy input.
- Organizes the selection/packing and distribution of drugs needed by the Hurricane Preparedness Committee and Emergency Medical Relief Plans.

Human resource management

- Support the Pharmacy team and work with Human Resource professionals to develop a strategy for the recruitment, training, and retention of staff in line with the principles of Improving Working Lives.
- Ensure, through the performance management process, that pharmacy staff have personal development plans that deliver a training, education and development strategy for themselves.
- Encourage and facilitate involvement, both personal and by other members of the department, with external professional and clinical groups, other relevant bodies.
- Ensure that staff have mentorship and clinical supervision appropriate to their roles and responsibilities, and manage any poor performance actively according to the Trust's policies and procedures.
- Ensure that all staff are aware of, and comply with, all hospital policies and procedures at all times, and to identify and respond to non-compliance according to the relevant policies and procedures.

Qualifications, Experience & Skills Requirement

Post-holder must possess a Bachelor of Pharmacy or equivalent. Post-graduate Diploma, Pharmacy related Masters and/or additional management or financial degree/accredited studies is an asset.

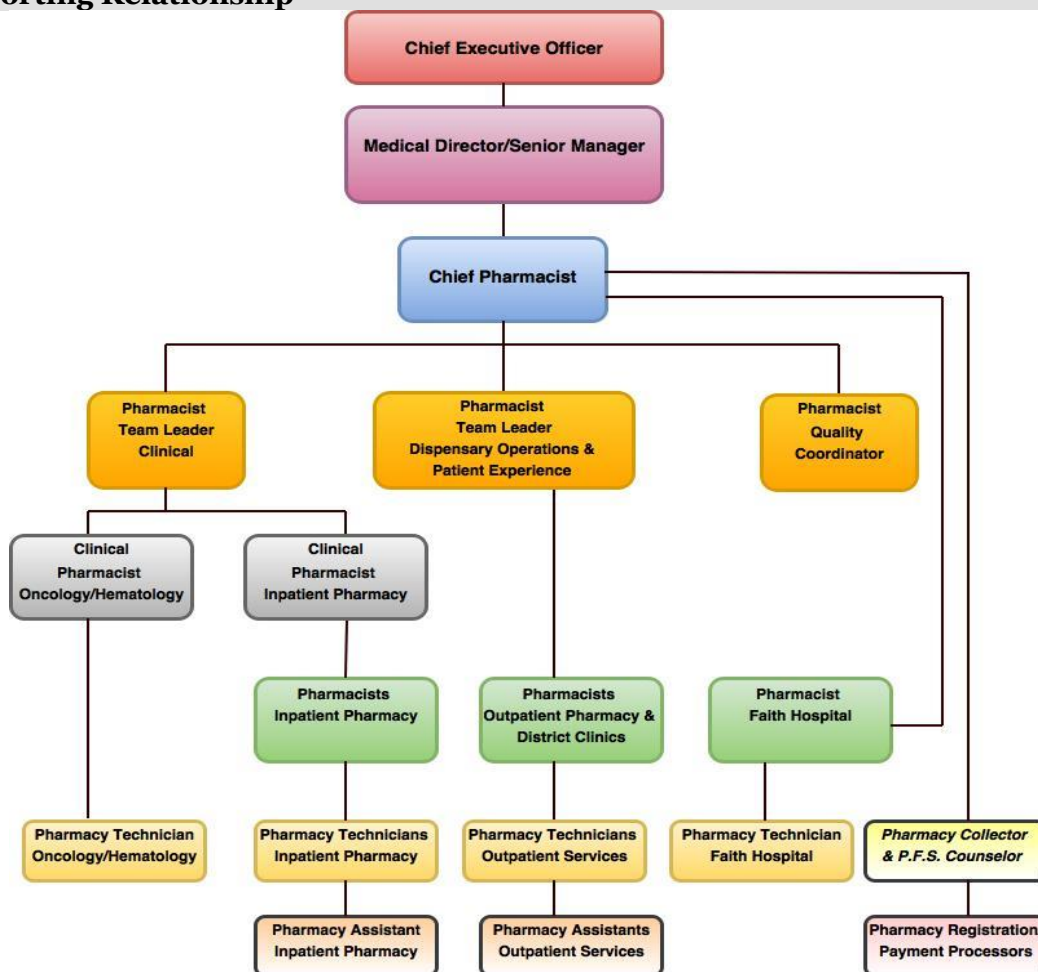
Must have at least five (5) years managerial experience of a department with at least fifteen (15) staff. Technical expertise in drug information, sterile and non-sterile manufacturing and in the operation of a busy outpatient dispensary in a hospital is required.

Post-holder should have experience in the preparation of an output budget and in the implementation of pharmaceutical legislation.

Must have at least five (5) years' experience as a qualified pharmacist. This experience must have been gained in both hospital and retail (community) settings. Postholder must be eligible for registration to practice in the Cayman Islands as a Pharmacist with the Pharmacy Council.

Maintain a high standard of performance by keeping current with clinical advances, reading professional journals and by participating in clinical courses.

Reporting Relationship



Text

Direct reports

Decisions that are not within budgetary restrictions must be made in collaboration with the Medical Director and the CEO.

Other Working Relationships

Decisions that are not within budgetary restrictions must be made in collaboration with the Medical Director and the CEO.

- Minister of Health and the Cayman Islands government.
- Hospital C.E.O.
- Medical Director
- Private sector healthcare providers
- School and institutional care facility staff
- Senior Managers
- Clinical Staff
- Medical Officer of Health
- IT Department
- HIM Department

Decision Making Authority and Controls

Directing dispensing workload dictated by number of prescriptions and drug orders.

Administrative and clinical which projects require advance planning, action plan with timetable and clear objectives.

Working conditions

May be required to cover dispensing and clinical shifts if the need arises.

Requires ability to communicate effectively with staff, patients, and others of diverse backgrounds and various levels of appreciation of concepts of pharmaceutical care.

Post-holder must be able to prioritize competing requests for service. Follow through on all tasks once started is essential.

Physical requirements

Physically demanding job, where the incumbent may be required to stand for extended periods of time, attend several diverse meetings daily and participate in non-pharmacy related committees and process review initiatives.

Problem/Key Features

Post is mentally demanding which may become stressful on occasion.

Post-holder should be self-motivated, proactive, able to cope with conflicting pressures and meet deadlines. A team player, self-confident and committed to own and others personal and professional development.

Evaluation Metrics

- Process review.
- Continuing professional development
- Financial budgeting & revenue evaluation.
- Stock monitoring.
- Auditing.
- Staff compliance.
- Waiting times

I _____ agree to the duties outlined in this job description.

Approved by:	<i>Dr. Delroy Jefferson</i> <i>Medical Director</i>
Date approved:	<i>23-Jan-2026</i>
Reviewed:	<i>12-Jan-26</i>
Next Review	
Signed by Employee/Date:	
Signed by Manager/Date:	