

Administrative/ Compliance Officer

Job description:

Officer provides administrative support by implementing systems, procedures, and policies; completing projects in support of compliance auditors. Helps others by answering questions and responding to requests. Complies with federal, state, and local legal requirements.

Experience and bilingual preferred.

Email resume to: okpharmacy@yahoo.com or apply in person @ OK PHARMACY, 122 S. Main, Donna, TX. Ph: 956-464-2200.