

Job Description:

PhytoCare Vermont (PCVT) is a medical marijuana dispensary based out of Bennington, Vermont. Our mission is to provide a safe, comfortable and legal environment for patients to access premium quality *Cannabis* and *Cannabis*-infused products grown naturally.

The Dispenser will meet with medical marijuana patients one-on-one and guide them by suggesting products specific to their symptoms. The Dispenser will also be responsible for point-of-sale transactions, scheduling patient appointments and managing inventory.

Basic Roles:

- Assist in scheduling of patient visits
- Greet patients upon arrival, provide patient caregiving services, including but not restricted to
 - o Provide education on ingestion methods, onset and duration times, and possible patient experience
 - o Provide information regarding generalized patient experience with products and delivery methods to best assist the patients with their choice of medicine.
 - o Advice on accessories
 - o Sale of product
 - o Survey returning patients on effectiveness of products
- Record all sales/purchases in database
- Perform a daily inventory reconciliation of active products (excluding storage)
- Perform a daily cash closing report
- Make reports for all sales/purchase in conjunction with Dispensary Manager
- Keep reception, dispensary, and office organized and clean in conjunction with Dispensary Manager
- Required Training
 - o The Dispenser must receive HIPPA (Health Insurance Portability and Accountability Act) training to assure patient confidentiality
 - o The Dispenser must receive training in, and adherence to, quality control requirements by completing the PCVT Quality Control Training.
 - o Learn, understand and comply with the VT Marijuana Registry Rules Regulating Cannabis for Symptom Relief
- Authority and Supervision
 - o The Dispenser is supervised by the Dispensary Supervisor

Job Type: Part-time

Salary: \$14.00 to \$17.00 /hour