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| Personal DetailsGenderFemaleDate of Birth17th January 1987NationalityIndianMarital StatusSingleLanguages KnownEnglish, Hindi, KonkaniVisa Status **Residence Visa** ReferencesAvailable if required | *B.PHARM-DHA PHARMACIST-UAE EXPERIENCE*  **Gulfjobseeker.com CV No:** **1378140**  **Mobile +**971505905010 / +971504753686  To get contact details of this candidates  Submit request through Feedback Link  <http://www.gulfjobseeker.com/feedback/submit_fb.php> Objective*To effectively utilize the knowledge and experience gained in the Pharmaceutical field and to demonstrate the acquired skills in a professional way.To gain recognition & to contribute to the growth of the organization .To maintain a strong relationship with the prospective clients and resolve their grievances.Promoting the establishment through a network of operations to contribute in the overall development.* ***Passed the DHA exam for pharmacists on 19-June-2014***   |  | | --- | |  |   *Registered Pharmacist with the Goa State Pharmacy Council on*  *24-August -2010*  Experience Summary  ***3 years experience*** *of working as a* ***PHARMACIST*** *in a pharmacy.*  *1.5 years working as a Customer Service Representative in* **NEXTCARE (UAE) -AGHS**    Key Skills :   * *Customer Orientation* * *Communication* * *Good communication skills* * *Multi tasking* * *Customer Service*     Experience in Detail  **February 2015 to present (Zulekha Hospital-Dubai)**  **Position held : Assistant Insurance Coordinator**  **December 2012 to June 2014 (Nextcare (UAE) -AGHS)**  **Position held:Customer Service Representative**  **September 2010 to September2012 (Sai Medicals)**  **Position Held : Pharmacist**  **July 2010 to August 2010(Aventis Pharma Ltd.)**  **Position Held:Quality Control Apprentice**  **2006 November to 2007july(Roes Medicare)**  **Position held : Pharmacist**  **Responsibilities**   * *Ensured Compliance to Pharmacy Regulation.* * *Efficiently Handled Customer Queries.* * *Ensured Deliverance of Optimum Customer Focused Service.* * *Promoted the pharmacy through organizing health and related camps.* * *Prepared standard operating procedures for the staff to comply with pharma regulations* * *Received prescriptions from patients and verified that the required information is on the form such as patient`s name,clinician`s name,name of medication and dosage instructions.* * *Received and placed incoming supplies on shelves, tagging and pricing each item according to requirement.* * *Rotated stock,moved older medication to the front of the shelf so that it is used before expiration date.* * *Compiled daily statistics such as number of patients requesting prescriptions,new prescriptions received and number of refill orders.* * *Answered telephone calls,providing general information and routing other calls to appropriate Chief Pharmacist.* * *Provided Patient Councelling and usefull information to patients.* * *Maintained a record of all NDPS drugs,the quanities dispensed and the quantities received from the supplier.* * *Received telephonic and written enquiries from card holders, Payers, brokers and healthcare providers regarding various health insurance and travel insurance policies and assisted them with their queries.* * *Given verbal,written and on-line approvals for maternity,dental,optical,vaccination,pharmacy,lab tests for various insurance policies after checking the policy terms and conditions* * Followed up for various pending claims with healthcare providers response to queries and assisted the members with the same * Received verbal and written queries regarding travel insurance and assisted the same. * Assisted patients with obtaining verbal ,written and online approvals for medicines from the insurance companies and TPAs. * Coordinated with doctors regarding approval queries from insurance companies and obtained timely replies for the same. * Followed up pending written and online approvals with insurance companies and TPAs * Knowledge of PBM, Open Jet, I-care,BUPA online and Nextcare-PULSE, being the major software to obtain online approvals.   Declaration  *I hereby certify that the above particulars furnished by me are true and*  *appropriate.* |