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|  Personal DetailsGender FemaleDate of Birth17th January 1987Nationality IndianMarital StatusSingleLanguages KnownEnglish, Hindi, KonkaniVisa Status**Residence Visa** ReferencesAvailable if required | *B.PHARM-DHA PHARMACIST-UAE EXPERIENCE***Gulfjobseeker.com CV No:** **1378140****Mobile +**971505905010 / +971504753686To get contact details of this candidatesSubmit 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***

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*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.* |