Farzeen

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**Career Objective:**

Seeking a challenging position in a progressive organization with an aim to contribute positively towards the objective of the organization to the best of capabilities and to develop professional skills. Best utilization of resources to promote Quality Pharmacy Services.

**Academic Qualification:**

**Degree Specialization Institution Status Passing Year**

Master’s M.Phil (Pharmacology) University of Karachi CGPR 3.5 2011

Bachelor’s B-Pharm (Pharmacy) University of Karachi CGPR 3.6 2005

HSC Science Group Sir Syed Govt Girls College First Division 1997

SSC Biology Science Dhaka Secondary School First Division 1995

**Working Experience:**

Total working experience over Nine (9) years and six months in Hospital Pharmacy and over a year as a research officer in University of Karachi Pakistan.

**CURRENT WORKING EXPERIENCE IN UAE**

1. **ASTER PHARMACY-101 Al-QUSAIS DUBAI FROM 2ND JANUARY 2014 TO DATE**

Currently I am working as Pharmacist, major responsibilities are,

* Review written prescriptions for dose, drug interactions and ensure that drugs are prescribed & dispensed in proper manner.
* Monitoring of lab reports for proper indication of antibiotics & drug-drug interactions.
* To obtain patient medication histories & communicates all pertinent information to the physician.
* Counsels patient on proper use of their medications.
* To ensure that drugs are stored under proper condition & security.
* Maintain adequate inventory stocks.
* Inventory management.
* Dispensing of controlled drugs.
* Taking approvals of medications for insurance patients.
* To provide training to trainee pharmacist.
* Proper checking of expiry of medicines.
* To check cash handling.

**PREVIOUS WORKING EXPERIENCE IN PAKISTAN**

* Worked as **Assistant Manager, Pharmacy** in **Memon Medical Institute Hospital** since **June 07, 2012 to 15th April 2013.**
* Worked as **Supervisor Pharmacy** in **Memon Medical Institute Hospital** since **October 01, 2011 to June 06, 2012.**
* Worked as **Senior Pharmacist,** (Pharmacy Team Leader) in **Memon Medical Institute Hospita**l from **January 07, 2010** till **September 30, 2011.**
* Worked as **Research Officer in University of Karachi** from **January 2010 to December 2010.**
* Worked as **Staff Pharmacist, Emergency Pharmacy** in **Aga Khan University Hospital** from **March 2009 to January 2010.**
* Worked as Pharmacist in, **Ambulatory Pharmacy, and Emergency Pharmacy** in **Aga Khan University Hospital** from **June 2006 to March 2009.**
* Worked as Trainee Pharmacist in **Aga Khan University Hospital** from **July 2005 to June 2006.**

# Memon Medical Institute Hospital January 2010 TO 15th April 2013:

Newly established tertiary care hospital, inaugurated in January, 2010 where following activities undertaken for Initial Development of Department of Pharmacy Services:

* Development of Departmental Policy & Procedures for Inpatient, Ambulatory Care, Extemporaneous Compounding,Sterile Compounding, Total Parental Nutrition (TPN) and Oncology Pharmacy Services.
* Development of Staff Job Description.
* Development of Extemporaneous Compounding and Sterile Compounding Cardex.
* Development of Drug and Poison Information Cardex.
* Development of initial Hospital Formulary.
* Establishing Manual system of Ambulatory Care Services and Inpatient Pharmacy Services.
* Designing Manual Inpatient Physician Order Form.
* Designing of Manual Dispensing label.
* Designing Manual Surgical Order Form.
* Designing Drug Information Logging Form.
* Designing Medication Expiry Monitoring Form.
* Designing of Patient Education Material.
* Designing Pharmacist Clinical Round Form.
* Establishing Pharmacy & Therapeutic (P & T) Committee.
* Development of TOR of P & T Committee.
* **Implementation of Software:**

Assisting the Manager Pharmacy Services in implementation of new Hospital Software, **MEDITOP** designed by **ATI (Advanced Technology Innovation), a Bangladeshi company**.

Recommendation of modification/ alteration in Pharmacy module with respect to the following:

* Charging module tailored to facilitate one-window operation.
* Incorporation of Computerized Physician Order Entry for both Ambulatory Care as well as Inpatient Pharmacy Services.
* Viewing of patient’s laboratory reports on Pharmacy screen.
* Introduction of automated checks for safe medication practices such as Drug-drug Interaction, Maximum dose related to patient’s age/weight, etc.
* Relevant information on medication labels.
* Incorporation of re-fill system for Unit Dose Drug Distribution System for Inpatient Pharmacy Services.
* Addition of daily Critical Items List.
* Financial Reports.
* Development of Policies and Procedures.
* Assisting in establishment of Non-Sterile Compounding Pharmacy Services.
* Assisting in establishment of Sterile compounding, Total Parenteral Nutrition (TPN), IV Admixture and Oncology Pharmacy Services.
* Establishment of Drug and Poison Information Centre.
* Establishment of Continuous Medical Education Programme.
* Development of Standard Operating Procedures (SOPs).
* Develop plans for expansion Pharmacy Services in accordance with the growth of Hospital.
* Establishing Pharmacy Internship Programme.
* **Operational Activities:**

To ensure that established policies & procedures are follow.

Supervising Pharmacy staff in the performance of inpatient and outpatient activities such as,

* Review Physician Order Entry for accurate therapeutic dose.
* Review written prescriptions for dose, drug interactions and ensure that drugs are prescribed & dispensed in proper manner.
* To ensure that drugs are stored under proper condition & security.
* Maintain adequate inventory stocks.
* Inventory management.
* Dispensing of controlled drugs.
* Review extemporaneous compounding, booking & preparation.
* To provide training to trainee pharmacist.
* Monthly floor stock inspection for proper storage of drug.
* Proper checking of expiry of medicines.
* To check cash handling.
* Communicate with all pharmacy staff regarding new development in the area & assists in employee evaluations.
* **Clinical Activities:**
* Order screening.
* Evaluate Adverse Drug Reaction (ADR) reports by using WHO probability scale.
* Medication therapy monitoring.
* To provide drug & poison information & consultation to other health care professionals regarding medication therapy selection & management whenever required.
* Monitoring of lab reports for proper indication of antibiotics & drug-drug interactions.
* To obtain patient medication histories & communicates all pertinent information to the physician.
* Counsels patient on proper use of their medications.
* Provide educational opportunities for pharmacy technician, interns, residents & pharmacists.
* **Management Responsibilities:**
* Planning, organizing and supervising and implementing policies and procedures.
* Coordinating and scheduling staff duties and activities.
* Providing training in all areas related to safe medication usage processes.
* Monitoring, maintaining and assuring proper documentation of operational activities, routine reports and periodic monitoring of these records.
* Coordinating with purchase department in maintaining hospital formulary, addition / deletion of items, pharmacy inventory stocks as per requirements and consumption patterns and suggest changes in par levels.
* Monitoring and minimizing drugs/items shortages, ensuring availability of short items or alternatives.
* To check inventory control measures such as daily critical and expiry drug lists.

# Aga Khan University Hospital, Karachi – July 2005 – Jan 2010:

**Staff Pharmacist, Emergency Pharmacy– Mar 2009 – Jan 2010:**

Worked as part of multidisciplinary team of physicians and nurses. Major activities include:

* Reviewing patient profiles.
* Clinical round with the team.
* Providing drug information.
* Pharmaco-therapeutic recommendations.
* Missed doses identification.
* Drug-drug interaction monitoring.
* Food-drug interaction monitoring.
* Patient counseling on medications.
* Drug storage review at nursing station.
* Physician and nursing sessions.
* Drug and Poison management.
* **Pharmacist: June 2006 – March 2009:**

I had been confirmed as an in-patient pharmacist at Aga khan hospital then I have been rotated to ambulatory pharmacy and emergency pharmacy. Jobs responsibilities include:

* Physician order entry.
* Review patient profiles.
* Training of trainee pharmacist.
* Monthly interventions.
* Floor stock.
* Unit dose dispensing.
* Providing drug information.
* Inventory management.
* Narcotic medications handling.
* **Trainee Pharmacist: July 2005 to June 2006:**

I start my career (July 2005) from The Aga Khan University Hospital Karachi, Pakistan, an I.S.O (9001:2000) & Joint Commission International Accreditation of Healthcare Organization (JCIA) accredited, private, academic & tertiary care Medical Centre, committed to provide the best option for the diagnosis of disease & its treatment as a Trainee Pharmacist in all the areas of Inpatient & Outpatient Services & got training in the following:

* In-patient pharmacy services:
  + Computerized physician order entry.
  + Computerized unit dose drug distribution system.
  + Floor stock filling
  + Emergency medication dealing.
  + Narcotic dispensing
* Ambulatory care services:
  + Manual prescription order entry.
  + Patient counseling.
* Cytotoxic and sterile intravenous drug admixture services:
  + TPN calculation.
  + TPN preparation.
  + IV drugs admixture.
  + Chemo drug admixture.
  + Extemporaneous sterile drugs preparation.
* In –house extemporaneous and bulk compounding:
  + Liquid preparation like solutions, suspensions, syrups, elixirs.
  + Topical ointments and creams.
  + Rectal preparations.
  + Capsule filling.
* Drug and poison information center:
  + Responding to drug related queries.
  + Drug evaluation.
  + Training on software’s like Micromedex and IDIS health care systems.
  + Patient profiles review.
  + Toxicology and poison management information.
* Clinical Pharmacy services.

### Professional Membership:

### Registered Pharmacist: Pharmacy Council of Sind, Pakistan.

* **Professional Accreditation:**
* Worked in an I.S.O (9001:2000) & JCIA environment (AKUH).
* Worked to prepare Pharmacy Department for I.S.O & NABH (MMIH).
* **Organizational skills:**
* Experience of working under pressure, accomplishing immediate & important tasks.
* Experience of planning own workload to meet deadlines.
* Experience of implementation of pharmacy system and establishment of inpatient & outpatient pharmacy.
* **Professional training workshops and seminars attended:**
* Treatment of Dyslipidemia.
* Management and Prevention of Diarrhea.
* Role of laboratory in clinical practices.
* Recent advancements in laparoscopic surgery.
* Acute exacerbation of COPD.
* Problem solving and creative decision making programme change management.
* Emergency preparedness.
* Poison management.
* Managing stroke patients.
* Treatment of Meningitis & Endocarditis.
* Drug /Drug…… Drug/Food Interaction.
* Role of Pharmacists in Hospital Formulary Decision Making.
* **Achievements:**
* Outstanding emergency pharmacist award of the year 2008 (AKUH)
* Outstanding Pharmacy staff Certificate of the year 2012 (MMIH)
* **Professional:**

* Good communication & presentation skills.
* **Strength:**

* Dynamic and Goal oriented approach.
* Analytical & problem solving approach.

**Personal information:**

**Religion:** Muslim (Sunni)

**Nationality:** Pakistani

**Marital status:** Married