**EMELY R. ZARATE**

**Position Desired: PHARMACIST/STORE MANAGER**

**OBJECTIVES:\***

* Seeking for a position of Pharmacist in a pharmacy where one will get a chance to serve diverse types of patients.
* Looking for a job as Pharmacist that will provide enough scope to increase ones knowledge and expertise.
* Looking for a position of Pharmacist in medical industry where one can work with a young and vibrant pharmacy team.
* Seeking for a position of Pharmacist which can provide a steady growth opportunity.

**WORKING EXPERIENCE**

1. Pharmacy Name : **HEALTHY DRUGS**

Position : Store Manager/Pharmacist

Inclusive Date : March 14, 2016 - present

1. Pharmacy Name : **CITI DRUG**

Position : Store Manager/Pharmacist

Inclusive Date : October 10, 2014 – November 2014

1. Pharmacy Name : **CATUBIG DRUGSTORE**

Position : Store Manager/Pharmacist

Inclusive Date : April 2010 – October 2013

1. Pharmacy Name : **AYANNA DRUGSTORE**

Position : Store Manager/Pharmacist

Inclusive Date : Dec. 2006 – August 30, 2009

**Duties and Responsibilities:**

* 1. Receives and dispenses outpatient prescriptions
  2. Carefully double checking the prescription as to correctness.
  3. Repack tablets or any other dosage forms that would ensure fast service
  4. Prepares sufficient stock solution and galenical preparation needed in the section and maintaining its completeness
  5. Prepares orders for Pharmacy stocks, dangerous drugs, etc.
  6. Maintains minimum quantity of pharmacy stocks and galenical preparations
  7. Recording the dispensed prescription in a prescription book, dangerous book, poison book
  8. Maintains a systematic and pharmacological arrangement of display of stocks within reach. Internal and external preparations must be displayed separately.
  9. Keeping a regular inventory on all pharmacy stocks
  10. Double checking the medicines purchased from the companies as well as damaged items.
  11. Return all expired medicines and damaged items from their respective companies.
  12. Records all pharmacy stocks in a computer as being received from different companies and dispensed to patients.
  13. Attends seminars from the Bureau of food and Drugs for a Pharmacy continuing education
  14. Supervising pharmacy technicians in dispensing medications
  15. Helps keep the section clean and orderly.

5) Hospital Name : **SECURITY FORCES DISPENSARY**

Address : Al Baha, Kingdom of Saudi Arabia

Position : Pharmacist

Unit Assigned : Pharmacy Department

Inclusive Date : April 2003 – March 2006

Basic Salary : 2,850 Saudi Riyal

**Duties and Responsibilities:**

* 1. Process approximately 300 prescriptions on a daily basis
  2. Provided emergency counselling to patients regarding prescriptions and medicines.
  3. Supervised training sessions for pharmacist and technicians
  4. Can handle computerized distribution of drugs
  5. Can process prescriptions in an instant
  6. Keeping a keen observation on the drugs that are going to launch in the market
  7. Can manage inventory independently
  8. Can play the role of a liaison between the patients and the health care team
  9. Have a full knowledge about the rules in pharmaceutical industry
  10. Glad to face new challenges.

1. Hospital Name : **KING FAHAD HOSPITAL**

Address : Al Baha, Kingdom of Saudi Arabia

Total No. of Beds : 400-500

Position : Pharmacist

Unit Assigned : Pharmacy Department

Inclusive Date : January 2001 – December 2001

Basic Salary : 2,000 Saudi Riyal

**Duties and Responsibilities:**

* 1. Receiving and dispensing out- patient prescriptions 400-500 prescriptions daily.
  2. Confirming physician’s orders/prescriptions, medication kits, medication carts, or stocks requisition.
  3. Reviews and evaluates physician drug orders for rationality, dosage, dosage forms, interactions and overall appropriateness of the therapy.
  4. Dispenses the right medication for the right patient in the right dose on the right time.
  5. Dispense out-patient medications accurately, correctly and on time as determined by the pharmacy Supervisor. Fills and checks the prescription without delay.
  6. Maintains control and security of all drugs and professional accountability over dispensing, record keeping and appropriate safekeeping.
  7. Direct communication with the prescriber and respond to drug information questions in a systematic manner.
  8. Enters medication orders into pharmacy computer system.
  9. Dispense and monitor utilization of controlled and narcotic drugs in pharmacy
  10. Properly post pharmaceutical items on the shelves and regularly checks for expired and deteriorated medication.
  11. Continue professional education and expertise though attending and involving diversified learning activities as seminars, lectures and the like.
  12. Performs floor stock inspection according to the pre-scheduled tasks.
  13. Stock the work areas with appropriate quantity of drugs/supplies.
  14. Participates in the monthly and annual inventory of the pharmacy stocks.
  15. Does other related duties as maybe assigned.

1. Hospital Name : **AL RASHID HOSPITAL**

Total No. of Beds : 100

Position : Pharmacist

Unit Assigned : Pharmacy Department

Inclusive Date : August 1992 – April 1998

Basic Salary : 1,500 Saudi Riyal

**Duties and Responsibilities:**

* 1. Dispenses prescriptions to both in-patients and out-patients by carefully double checking as to correctness. Advising the patients the proper usage special precautions, contra-indications and adverse reaction as well.
  2. Compound prescriptions accurately both simple and complicated taking into consideration the incompatibilities and drug interaction.
  3. Dispenses dangerous drugs under the provision of the Chief pharmacist in accordance with the approved requirements using due care and sound judgment always. Wrong judgment would result to harmful effects to public welfare and the company's goodwill.
  4. Prepares unit dose dispensing for in-patient department
  5. Repacks tablets or any other dosage forms that would ensure fast service
  6. Prepares stock solution needed in the section and maintaining its completeness.
  7. Keeping a regular inventory of all pharmacy stocks, which includes dangerous drugs, exempt preparation and tranquilizers in order that the stocks would tally always.
  8. Carefully double checking all the expiration dates. Expired dangerous drugs needed explanation from the dangerous drug book.
  9. Recording the sales of Dangerous Drugs, exempt, regulated, tranquilizers, poison and abortive in their respective books.
  10. Maintains a systematic and pharmacological arrangement of display of stocks within reach. Internal and external preparations are displayed separately.
  11. Performs other duties as maybe assigned.

**TRAININGS AND SEMINARS ATTENDED**

* + 1. Title : Orientation of A.O. 34, s. 2914 “Rules and Regulations on

the Licensing of Establishments Engaged in the Manufacture, Conduct of Clinical Trial, Distribution, Exportation, Importation, Retailing of Drug & Issuance of Other Related Authorizations”.

Date : November 10, 2015

Sponsor : Samar island Pharmacists Association

Venue : Maqueda Hall, Balay-Balay Grill & Restaurant,

Catbalogan City

* + 1. Title : One Day Orientation BFAD Seminar on A.O.56 Revised

Regulation on Licensing of Drug Establishment & Outlet

Date : April 2008

Sponsor : BFAD

Venue : Catarman, Northern Samar

* + 1. Title : Continuing Pharmaceutical Association

Date : August 20, 1992

Sponsor : University of Sto. Thomas

Venue : España, Manila

* + 1. Title : Pharmacist in Healthcare Delivery

Date : August 20, 1991

Sponsor : Centro Escolar University

Venue : CEU, Mendiola, Manila

* + 1. Title : Implementation of Adm. Order 56 Series 1989

Implementation of Drug Establishments and Outlets

Date : March 20, 1991

Sponsor : BFAD

Venue : Alabang, Muntinlupa

**PERSONAL DATA**

Civil Status : Married

Citizenship : Filipino

Height : 5’0”

Weight : 45 kg

Religion : Catholic

**EDUCATIONAL BACKGROUND**

**COLLEGE**

Name of School : Centro Escolar University

Address : Mendiola Manila

Course : Bachelor of Science in Pharmacy

Year Graduated : June 1984 - March 1988

**HIGH SCHOOL**

Name of School : Pedro Rebadulla Memorial Agricultural

College

Address : Catubig, Northern Samar

Year Graduated : June 1980 - March 1984

**ELEMENTARY**

Name of School : Catubig Central Elementary School

Address : Catubig , Northern Samar

Year Graduated : June 1974 - March 1980

**LICENSURES AND EXAMINATIONS**

**PHILIPPINE BOARD OF PHARMACY**

Date Taken : January 24 & 26, 1989

Place taken : Manila

PRC Board Rating : 77.25 %

**SAUDI COMMISSION FOR HEALTH SPECIALTIES**

Class :

**Job Seeker First Name / CV No: 1829016**

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