|  |  |
| --- | --- |
| **\\Server\scan\scan file\20170204112642799_0001.jpg**  **GANGA**  **Address : Dubai, U.A.E**    **Personal Data:**  **Email:** [ganga.347447@2freemail.com](mailto:ganga.347447@2freemail.com)  **Date of Birth:** 25/07/1984  **Gender :** Male  **Marital Status :** Married  **Nationality** **:** Indian  **Language :** English, Hindi &  Telugu    **Religion :** Hindu  **Areas Of Expertise:**   * Dispensing medication * Administration * Health promotion * Customer service * Management of medicine   **Hobbies:**   * Reading Books * Traveling * Cricket | **Objective:**  To seeking a challenge assignment & responsibility, with an opportunity for growth and career advancement and earn a job which provide me job satisfaction & self-development, help me to achieve personal as well as organization goal while being involved in work where I can utilize skills, creativity, effectively contributes to the growth of organization to gain experience as well.  **Education & Qualification:**   * Graduation Complete * S.S.C from Board of Secondary Education, Hyderabad, India   **Computer Skills:**   * Basic Computer knowledge * Internet Browsing & Emailing   **Professional Experience:**  **Company : Shailaja Mendhora Medical Store (Own Store)**  **Hyderabad, India**  **Position : Sales cum Store In-Charge**  **Duration : 10 Years**  **Company : Mahalaxhi Medical Shop, Bheemgal, Hyderabad, India**  **Position : Sales Cum Store In-Charge**  **Duration : 4 Years**  Responsible for the day to day running of the Pharmacy. Providing a professional sympathetic and supportive service to patients and identifying the right healthcare solution to meet their needs.  **Duties and Responsibilities**   * Handling / maintaining main stores & service stores. * Arranging materials as per requirement, preservation, proper tagging of new received materials and updating location in system. * Routine physical inventory count and maintaining Min – Max level of stock. * Inventory control including defining slow & non – moving items * Weekly procurement delivery report & store materials status * Daily & monthly report of consumable materials status * Daily monitoring of consumables & structural materials * Procure quotes from buyers and various venders. * Raising IRR and purchase requisition * Assist Rig Manager in order to maintain stock of critical items * Maintaining box files and soft file folders, reports etc. for proper & accurate record * Positively participating in stop card program, promoting safety with vital behavior   **Personal profile:**   * Pleasing Personality. * Excellent communication skills and analytical skills. * Strong rapport with customers. * Extensive skills in management. * Very professional and reliable person. * Attention to detail * Customer facing skills   **Key Skills And Competencies:**   * Keeping up to date with developments in the pharmaceutical industry. * Experience of providing medicines management support to GP practices. * Experience of participating in clinical pharmaceutical research. * Able to provide quality face to face customer interaction. * Can work late evenings and weekends consistent with pharmacy opening hours. * A thorough understanding of various drugs and how they react in humans and with each other.   **Declaration:**  I hereby declare that the above mentioned statement are true and correct to the best of my knowledge. If I am selected I promise, I will do my best.  Place: Dubai – U.A.E  **GANGA** |