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| **\\Server\scan\scan file\20170204112642799_0001.jpg****GANGA****Address : Dubai, U.A.E** **Personal Data:****Email:** 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** |