CURRICULUM VITAE

RUPALI

[**RUPALI.353168@2freemail.com**](mailto:RUPALI.353168@2freemail.com)

***Bachelor in Pharmacy***

**OBJECTIVE**

Seeking for a responsible Pharmacist/Pharma Regulatory assistant position in a prestigious organization where I can utilize my active experience and skills for delivering promising work.

**PROFILE**

* Provided regulatory support for the implementation of filing strategies for new markets in Middle East to expand the global footprint of the company.
* Two years of experience in Pharmacy as Trainee Pharmacist.
* Experience as Asst. Production Manager.
* Involved in Inventory control in Pharmacy.
* Careful management of prescription medication to prevent abuse.
* Effective management of medical insurance paper work.

**PROFESSIONAL EXPERIENCE:**

***Bristol Myers Squibb, Dubai:****Since February 2016 till January 2017*

***As Scientific Office Officer***

* Assisted in the development and maintenance of regulatory files, records, and reporting systems.
* Prepare submission for renewal of existing products.
* Prepare submission for registration of new pharmaceutical products.
* Prepare responses to distributors to address queries or deficiencies in submission.
* Preparing Comparison table for pharmaceutical products.

***Retail Pharmacy Experience: UAE:***

* London Pharmacy - Border healthcare group: Since Feb 2015 to July 2015

Pharmacy in charge

* Al Nabbah Pharmacy: 16 months

As Trainee Pharmacist

Job involved dispensing medicines, Stock taking and Clearance of medical insurance forms.

* Al Farah Pharmacy: 6 months

As trainee pharmacist

* Millennium Pharmacy, Sharjah: 6 months

As Trainee Pharmacist

***MANSAR INDUSTRIES (SHARJAH FZE):*** *Since Jan 2004 to March 2005*

***As Asst. Production Manager***

Mansar Industries is a small-scale industry involved in Mircronization of raw materials eg. Analgin Metronidazole, Theophyline non-hazardous drugs, which is used in preparation of tablets, creams &suspentionsfollowing all the Good Manufacturing Practices. (GMPS)

Jobs involved following responsibilities:

* Preparation of Batch Manufacturing Record (BMR)

##### To counter check & sign issued BMR to ensure current version, correct B. No.,

* Sr.No.Batch size. To counter sign BMR issuance register to ensure current details in the issuance register.
* To Maintain Raw material transfers, note, packing material transfers note, Finished Goods transfers note and prepare Daily Production Report.
* To keep daily temperature & humidity chart, Daily cleaning record& daily Air handling record.

***Promo Advertising Agency, Sharjah:****Since July 2003 to September 2003*

***As Secretary cum Accountant***

Job involved preparation of Quotation, Delivery

Preparation of Challan, Invoices, File work.

Office administration.

**NATIONALITY :** Indian.

**EDUCATION :**  Bachelor inPharmacy (2001, First Class, S.N.D.T./Mumbai, India)

**LICENSE :** Ministry of Health, UAE (2014)

Dubai Driving License.

**DATE OF BIRTH :** 14th Feb, 1980.

**MARITAL STATUS :** Married

**VISA DETAILS :** SharjahResidence visa (Husband sponsored)

**COMPUTER SKILLS :**  Packages- MSOffice:Excel,Word and Power Point

**PROFESSIONAL TRAINING :** Practical industrial training in **Haffkine Bio Pharmaceutical Corp.**

**Ltd.**  (A Govt. of Maharashtra Undertaking). During training I was associated with production Department of corp. viz: Pharmaceutical, Quality control (Chemical and biological) and Quality assurance.

**PROJECT :** Successfully completed final year project onApplications ofX-Rays in

Pharmacy and diagnosis under the guidance of Dr. PratimaTatke, Prof

S.N.D.T College Mumbai.

**Personal Attributes:**

Hardworking, Team working attitude, initiative, punctual, determined and ability to work under pressure.