

**SUHAILA**

Email: suhaila-392441@2freemail.com

Current location: Dubai

Passport No: N6573877

**Personal Data**:-

Date of Birth : 8th Dec, 1992

Nationality : Indian

Religion : Islam

**Languages**:-

English, Tamil, Hindi, and Malayalam

**Competencies**

Leadership / man management

Communication / interpersonal skills

Client relations

Team leader

Cultural understanding

Flexible and quick learner

Honest and dependable

**Technical Skills**

MS Office

Internet

Billing

**CURRICULUM VITAE**

 **Career Objective**

I cherish a demanding position that makes the effective use of my background. I would like to work in an environment where performance is rewarded with new responsibilties and where mobility is accepted norm.

**Professional Affiliation**

* Registered in Kerala State Pharmacy Council Reg. No.54801
* Pharmacist registration certificated issued by Dubai Health Authority (DHA), United Arab Emirates (UAE) Registration No.62689722, issue date: 26/05/2019

**Work Experience**

* Designation : Pharmacist
* Duration : 1st January 2016 to 15thApril 2017

 10thJune 2018 to 10th June 2019

* Duration : 01st May-2017 to 1st June 2018

**Responsibilities**

* Manage and co-ordinate the purchase & sale
* Manage the entire operations of the pharmacy
* Monitor drug storage and expiry date
* Establish and maintain good relationship with medical staff for best patient care service
* Manage the pharmaceutical care activities responsible for accurate compounds, labels
* Dispense drugs to patients as prescribed by the physicians and provide information to patients about medication and their use
* To provide first aid procedure
* Comprehensive experience in “OTC Drugs”
* To maintain proper record of schedule medicine and control medicine

**Education Qualification**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course** | **College / School** | **Board / University** | **Year of Passing** | **Class** |
| B. Pharm | Al Shifa College of Pharmacy Perinthalmanna | Kerala University of Health and Science | 2015 | First class |
| Higher Secondary | V.P.K.M.M.H.S.S. Putthur | Government of Kerala | 2011 | Distinction |
| S.S.L.C | Bukhari English School | Government of Kerala | 2009 | First class |

**Professional Skills**

* Preparing Drug Indent
* Maintaining the Medical records
* Implementing Safety Norms in working atmosphere
* Handling of Narcotic, Psychotropic and other related medicine, vaccine etc.
* Good receiving notes
* Store requisition notes
* Dispatching
* Dispensing & First Aid for all emergency cases

**Visa status**

Visiting Visa valid until 10th Sep. 2019

**Declaration**

I hereby declare that the above mentioned statements are true to the best of my knowledge and belief.

**SUHAILA**