**Heba**

**Personal Particulars**

Date of Birth: Feb 15, 1997

Gender: Female

Nationality: Indian

Marital Status: Married

**SUMMARY**

* Over one year and three months of experience in retail pharmacy. Recognized for ability to efficiently dispense and package prescriptions with utmost accuracy
* Possess strong communication skills, consistently providing exceptional customer service
* Ability to work independently with minimal supervision and multi-task

**SKILL SET**

* Medical Literature Searches
* Knowledge of Medicare and Medicaid

**LANGUAGE SKILLS**

* Proficient in Tamil, English, Hindi and Marathi

**EDUCATION**

* Bachelor of Pharmacy –Anjuman-I-Islam’s Kalsekar Technical Campus, Panvel, Maharashtra, India, 2018

**LICENSE**

* Maharashtra State Pharmacy Council license issued on 05-Feb-2020 (PPP No: 205672).

**TRAININGS**

* Medical dictionary for Drug regulatory affairs-Medical coding
* Leadership Skills and Effective Communication

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**MEMBERSHIPS & PARTICIPTIONS**

* Attended 3 days National Conference 69th IPC 2017 held at Chitkara University, Chandigarh
* Participated Two days National Symposium held at VES, Chembur, India
* Pharmaceutical Instrumental Workshop held at AIKTC School of Pharmacy

**PUBLICATIONS & PRESENTATIONS**

* Presented a paper at a two days national symposium research based on “Hepatoprotective activity of Homeopathic dilution of *Chionanthus Virginica*, a herbal drug in Acetaminophen induced Liver Toxicity on Zebrafish” (*Danio* *rerio*) held at held at VES, Chembur, India

**AVAILABILITY**

* Available immediately

**PROFESSIONAL EXPERIENCE**

|  |  |  |
| --- | --- | --- |
| **Pharmacy** | **Designation** | **Duration** |
|  |  |  |
|  | Pharmacist | 12-Aug- 2018 – 12-Nov-2019 |
|  |  |  |

**KEY RESPONSIBILITIES**

**Pharmacy Technician**

* Managed drug inventory levels, ordering medications and supplies for replenishment, verifying deliveries against purchase orders and resolving any discrepancies
* Dispensed medications according to written prescriptions with 100% accuracy
* Provided outstanding customer service, building rapport that increased client retention by 37%
* Verified patient data and billing information and maintaining patient’s records

**OTHER IT SKILLS**

* MS Office (Word, PowerPoint, Excel MS-CIT)
* Data entry

**CONTACT:**

Email: heba-396851@gulfjobseeker.com

I am available for an interview online through this Zoom Link <https://zoom.us/j/4532401292?pwd=SUlYVEdSeEpGaWN6ZndUaGEzK0FjUT09>

**REFERENCES**

Available upon request