

# RESUME

**BABIJA BELKEES**

**PHARMACIST WITH DHA REGISTRATION**

## PERSONAL PROFILE:



### **Email:**

[babijab43@gmail.com](mailto:babijab43@gmail.com)

### **Contact:**

+971-507108132

### **Present Address:**

Villa No-6, 19<sup>th</sup> street  
Al-jafiliya ,  
Dubai , United Arab Emirates

### **Permanent Address:**

Poovakattumannil  
Valamchuzhi,  
Pathanamthitta,  
Kerala, India

### **Personal Data:**

Date of Birth : 19/11/1994  
Gender : Female  
Marital Status : Married  
Nationality : Indian  
Father : Nazar  
Mother : Belkees PS

### **Passport Details:**

Passport No : S5172593  
Date of issue :23-10-2018  
Date of expiry :22-10-2028  
Place of issue :Trivandrum

### **Area of Interest**

- ❖ Hospital pharmacy
- ❖ Pharmaceuticals industry
- ❖ Retail pharmacy

## CAREER OBJECTIVE

- ❖ Intend to build a career in medical field with committed and dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging and creative environment.

## EDUCATION:

- ❖ Graduated in **B.Pharm** from **Kerala University for Health Sciences, Trissur, Kerala, India.**

## REGISTRATION DETAILS:

- ❖ **DHA registration number – 02184539**
- ❖ Registered with Kerala state pharmacy council, Trivandrum vide Registration certificate No.**57250** dated 02 Nov 2016

## SOFTWARE EXPOSURE :

- ❖ Operating Systems: Linux, Windows.
- ❖ MS Office.

## EXPERIENCE

- ❖ Worked as **Pharmacist** in **MGM Muthoot Medical Centre** Pathanamthitta from **May 2017 to May 2019.**
- ❖ Worked as **Pharmacist Trainee** in **MGM Muthoot Medical Centre** Pathanamthitta from **September 2016 to April 2017.**
- ❖ Worked as **Pharmacist Internship** in **MGM Muthoot Medical Centre** Pathanamthitta from **July 2016 to August 2016**

## RESPONSIBILITIES

- Accurate dispensing and timely distribution of drugs and medicines for patient with best practices of noticing brand names / generic name, strength and batch number and ensuring zero dispensing errors.
- Check medications prepared by pharmacy technicians for accuracy prior to dispensing.
- Maintaining store items as per stock keeping unit (SKU) and limiting stock value with permissible limits.
- Indenting medicines for maintaining optimum stock quantities.
- Ensuring that medicinal products are stored appropriately and securely to ensure freshness and potency.
- Narcotic drug handling and billing.

**LANGUAGES KNOWN:**

- ❖ English
- ❖ Hindi
- ❖ Malayalam
- ❖ Arabic
- ❖ Tamil

**STRENGTHS:**

- ❖ Effective Co-ordination with others.
- ❖ Enthusiastic and positive thinking.
- ❖ Ability to inspire team with dynamic leadership

**Interested in**

- ❖ Reading books
- ❖ Travelling
- ❖ Cooking

- Managing inventory based on ABC technique and total sale contribution.
- Identifying slow moving or non-moving items on routine basis and transferring the items to other Sub Store.
- Identifying short expiry items and returning to return goods store and replacing the medicines with available long expiry stock.
- Maintaining proper records of stock and taking, stock out items, emergency indent, Inter sub store transfer, transplant consumptions, weekly stock reports, and consumable items.

**DECLARATION :**

I hereby declare that the information provided is true to the best of my knowledge and belief.

Place: Dubai

Date :

**Babija B**