

Respected Sir/ Madam,

Please find enclosed my CV you will see that having more than 18 years pure experience in hospital pharmacy. During my 18 years this gave me experience of the procedures involved in hospital pharmacy. I can relate well to people at all levels, have good organizational skills and have a constructive approach to problem solving. I believe that my enthusiasm and knowledge would enable me to make a valuable contribution to your organization.

I would be very pleased to attend an interview can be contacted by letter at the e-mail address: **jafferbpharm@yahoo.com** or Tel: **052-3885408**.

Yours sincerely,

K.Jaffersadiq

JafferSadiq.K, B. Pharm,MBA (operations management)

U.A.E. Tel: +971-52-3885408

E-mail; jafferbpharm@yahoo.com



Enthusiastic, motivated, compassionate, and dedicated professional pharmacist. With great passion towards enhancing patient's overall quality of life.
18 years Experience in hospital pharmacy, but yet eager for continuous learning. Seeking an energetic and dynamic placement with great opportunity for career development.

Career Experience

Organization : **CANADIAN SPECIALIST HOSPITAL.**
Place : Dubai
Designation : ***Inpatient pharmacy In-charge.***
Duration : Nov 2007 to till date.

Organization : **NEUROSPINAL HOSPITAL.**
Place : Dubai
Designation : ***Pharmacist.***
Duration : May 2007 to Nov 2007.

Organization : **BELHOUL SPECIALITY HOSPITAL.**
Place : Dubai
Designation : ***Pharmacist.***
Duration : December 2002 to October 2006.

Duties:

- Monitoring, recording dispensing all types of prescription including control & semi control according to ministry of health rules.
- Reviving the prescription on OP and Drug profile on IP,
- Clinical documentation, Medication review, Supervision of process flow of pharmacy department.
- Medication error, Adverse drug reaction & Incident error reporting & follow ups
- Make recommendations to the doctors about medications; regarding availability, appropriateness, discontinued and new drugs.
- Direct patients on the proper use of their medication, for optimum disease control.
- Review medication orders for drug incompatibilities.
- Review patient medication profiles for safety and adverse drug reactions.
- Perform pharmaceutical calculations for the compounding of extemporaneous and compounded preparations.
- Maintain the integrity of the drug distribution systems, In and out-patient.
- In- house staff (nurses & pharmacist) training on medication management, Patient counseling etc
- Management of crash cart, emergency drugs, floor stocks and inspections.
- Inventory, expiry Management.

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- Safe and secure storage and records of narcotic and controlled medications and the regular follow up of the hospital wards' stocks.
- **Pharmacy purchase reliever**
- Reordering process, while making sure that safety stock is available at all times.
- **Member of DRG** (Diagnosis Related Group system) **team**.
- Monitoring pharmacy's daily financial transactions settlements.
- Insurance claims processing.

During JCI inspection

- Assist to Development of drug formulary, protocols, policies & procedure manual for a Hospital Pharmacy.
 - Assist to Developed guidelines on storage, distribution, and dispensing and administration protocols on High Alert Medications & sound alike- look alike medications.
 - Assist to Development , implementation & training of clinical pharmacy system modules in the Hospital
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Skills

Management and Interpersonal skills:

- Good problem-solving and decision-making skills.
 - Directing and instructing pharmacy staff, for a smooth flow of day to day tasks.
 - Good skills in business management and key performance figures.
 - Customer satisfaction oriented. I enjoy advising people on how to become healthier, and more educated about their own condition
 - Good judgment, which is essential when dealing with patients who require special care and compassion
 - Team spirit, which is important in achieving a productive environment among pharmacy staff as well as with other health care professionals. Nevertheless, I have the ability to work independently
 - Good communication skills, both verbal and written, as well as a caring and compassionate personality; all of which are essential qualities for a good pharmacist, whom patients can trust
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Computer skills

- **Microsoft office (Excel, Word, PowerPoint)**
- **SAGE ARCCP**
- **Hospital Management System**
- **Pharmacy benefits management (PBM) E-PRESCRIPTION AND E-CLAIM**
- **All Insurance companies online and verbal approvals.**

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Education

✚ **Master of business administration** (operations management),Tamilnadu open university,Tamilnadu,India.

✚ **Bachelor of Pharmacy**,Annamaliuniversity,Tamilnadu, India,

Year of Passing: 2002.

✚ **Diploma in Pharmacy**,Annamaliuniversity,Tamilnadu, India.

Year of Passing: 1998.

Professional License

- **MOH License issued by Ministry of Health, UAE # 3311.**
 - **DHA License issued by Dubai Health Authority,UAE # DHA/LS/2992011/249557.**
 - **Registered Pharmacist License with Tamilnadu Pharmacy Council (India) # : 9046A1.**
 - **Having Basic Life Support certificate (BLS).**
 - **Holding U.A.E driving License.**
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Personal Data

Name of Father :K.A.Kuthbudeen

Date of Birth : 09th Jun 1977

Sex : Male

Marital Status : Married

Religion : Muslim

Nationality : Indian

Passport No :T8289077

Visa Status : Employment visa

Languages Known

English, Hindi, Arabic,Tamil, Malayalam,