

## Ishrat Usha

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### Education

**Jamaica Gateway to the Sciences, 167-01 Gothic Dr,  
Jamaica, NY 11432 - High School Diploma**

September 2017 - June 2020

**Baruch College, 17 Lexington Ave, New York, NY 10010**  
- Bachelor of Business Administration in Finance, Minor in Philosophy  
(Expected graduation)

August 2020 - January 2026

### Experience

**Image Heights Pharmacy**

- Pharmacy Technician

7501 37th Ave, Jackson Heights, NY 12372

March 31, 2025 - August 2025

- Prepared and dispensed prescription medications accurately
- Processed refills and maintained patient records
- Managed calls with patients and healthcare providers
- Ordered, received, and restocked medicine

**CVS Pharmacy**

- Pharmacy Technician

241 West 57th st, NY 10019

November 20, 2024 - December 2024

- Assisted pharmacists in processing and preparing prescriptions
- Managed customer interactions and answered customer inquiries
- Ensured a clean and organized pharmacy environment

**Walgreens Pharmacy**

- Customer Service & Sales Specialist

8277 Broadway, Elmhurst, NY 11373

January 2024 - January 2025

- Managed daily cash flow at the register
- Assisted customers in selecting products and provided exceptional service
- Addressed customer concerns and resolved complaints efficiently
- Collaborated with coworkers to enhance customer satisfaction

**Bobby-Tariq Tutoring Center**

- Tutoring Assistance

74-09 37th Ave #204, Jackson Heights, NY 11372

September 2019 - November 2019

- Worked as receptionist, handling front desk operations
- Assisted in preparing materials for students
- Monitored students during classes and tests
- Assisted in grading student work and supporting teachers with classroom tasks

**Student Government**

management

167-01 Gothic Dr, Jamaica, NY 11432 - activity

November 2019 - March 2020

- Coordinated event setup and logistics
- Oversaw event operations and crowd management
- Delegated tasks effectively among team members to ensure smooth event execution

### Skills & Activities

**Technical:** General Microsoft Excel / computer applications

**Language:** Fluent in English and Bengali

**Core:** Analytical and problem-solving, Customer service, communication, Money handling