

KSENIIA KATASHOVA

1080 Bay St., Toronto, ON, M5S 0A5

Phone: 647-671-4249

kseniyakatashova@gmail.com

HIGHLIGHTS OF QUALIFICATIONS

- Excellent customer service skills demonstrated through day-to-day care provided to geriatric patients and work as a pharmacy assistant
- Strong data entry skills obtained through working with “1C” and “eHealth”
- Outstanding organizational and time management skills demonstrated by working in fast paced environment under pressure
- Fluent in Russian and Ukrainian languages
- Experienced with Microsoft Office
- Familiarity working with HTML, CSS, JavaScript
- Knowledge of Object-Oriented Programming and web application development
- Ability to take initiative and work independently

EDUCATION

- **Computer Programming and Analysis** *September 2021 – Present*
Seneca College, Toronto, Canada
- **English for Academic Purposes** *January 2021 – August 2021*
George Brown College, Toronto, Canada
- **Certificate of the Physician-Specialist** *August 2018 – June 2020*
P.L. Shupyk National Medical Academy of Postgraduate Education, Ukraine
- **First professional degree in medicine (Doctor of Medicine)** *September 2012 – June 2018*
Dnipropetrovsk Medical Academy of the Ministry of Health of Ukraine, Ukraine

WORK EXPERIENCE

- Pharmacy Assistant (Part-time)** *October 2020 – January 2021*
Action Pharmacy, Toronto, Canada
- Assisted with OTC Operations and ordering, stocking, cashier duties as assigned by OTC Manager and/or Pharmacist
 - Provided accurate information in response to customer inquiries according to Standard Operating Procedures
 - Handled customer prescription pick up
 - Clerical Organization, filing prescriptions, invoices, reports, correspondence

KSENIIA KATASHOVA
1080 Bay St., Toronto, ON, M5S 0A5

Phone: 647-671-4249
kseniyakatashova@gmail.com

Physician Intern

August 2018 – June 2020

Healthcare Department of Kyiv Regional State Administration Municipal Institution of Borodyanka District Council “Borodyanka Central District Hospital”, Borodyanka, Ukraine

- Performed patients’ registration and initial screening prior to placement to care unit. Filled out their history and hospital admission documents
- Conducted patients’ examination and assigned laboratory tests as required. Prescribed treatment based on differential diagnosis and examination results
- Consulted patients and their relatives on prescription application and use. Walked patients’ through required medical procedures delivering information in clear, concise, and easy to understand manner
- Provided long-term care for geriatric patients. Ensured accuracy of their medication prescriptions and referred them to specialists as needed

Pharmacy Assistant

March 2016 – August 2016

Med-Service, Dnipropetrovsk, Ukraine

- Greeted patients and entered their information into the “1C” software prior to filling the prescription
- Accurately dispensed prescription medications and ensured their timely and organized pick up. Performed cashier duties as required
- Maintained pharmacy stock by placing orders for required inventory. Ensured that inventory is up to date and disposed of expired medications appropriately.
- Provided referrals to Pharmacist and Physician services when necessary