**Kashif Naveed   
  
Contacts:** +92-322-6210528   
**Email:** drnaveedkashif@gmail.com  
**Date of Birth:** 10th February 1987  
**CNIC:** 33100-4348572-3   
**Profession:** Pharmacist  
**City:** Faisalabad  
 **Objective:**

Looking for the position in a reputed institution where I can exercise my multifaceted talents in the pharmaceutical field, including my proficiency in medical counseling, dispensing and marketing.

**Education and Training:**

**Pharm-D (Doctor of Pharmacy)**

**Session:** (2007-2012)

**Institution:** College of Pharmacy

Government College University, Faisalabad  
 **Training:** Allied Hospital Faisalabad, (1st February 2012 to 31th January 2013)  
  
 **Registrations and Licences:** **Punjab pharmacy council Lahore Pakistan**  
 Registration No: 9764-A/13  
 **Dubai Health Authority**  
 Reference No: DHA/LS/442015/473919   
 **Ministry of Health (UAE)**  
 Certificate No:140494  
  
 **Professional Experience:**

**Faisal Hospital Faisalabad (PAK):**

**Hospital Pharmacist (15th March 2013 to 27th March 2014)**

**Job responsibilities:**

* Check the prescription orders from nursing home, review narcotic reconciliations,   
   dispense and verify medication in compliance with state federal regulations.
* Issue prescribed medicines and packages in accordance with strict control   
   procedures.
* Handle stocks and order supplies of medicines and drugs as well as maintains   
   inventories of pharmaceuticals.
* Provide advice to medical practitioner to incompatibilities of drugs and contraindications.
* Review of prescriptions to ensure correct doses.
* Coordinate the activities associated with purchasing of pharmaceutical products.
* Organize and return all outdated medication while monitoring and maintaining the drug inventory assist with drug file maintenance.  
    
  **Bashar pharmacy Sharja (UAE):**

**Trainee pharmacist (1st April 2014 to15th December 2014)**

**Job responsibilities:**

* Under the supervision of registered pharmacist, gained experience in dispensing and counselling the customers in use of prescriptions and medications.
* Maintain drug inventory levels by ordering necessary medications and supplies,  
  verifying deliveries against purchase orders and retail display.
* Accurately pull medications from the shelves and deliver them to the various patient care areas to ensure the proper levels are maintained.
* Organize and pulled out of date medications to be returned back to manufacturer.
* Regularly complete paperwork and enter prescriptions, billing information; invoices and sales reports.
* Payments to supplier companies and monitoring the cash.
* Maintain monthly a report of all expenses of pharmacy and filed it.   
     
    
  **Faisal Hospital Faisalabad (PAK):**

**Hospital Pharmacist (1st January 2015 to 15th October 2015)**

**Job responsibilities:**

* Dispense medications according to the inpatient physicians' orders and outpatient physician’s prescriptions.
* Monitor pre-packaging and labeling of medications in unit dose quantities for the   
  patients.
* Respond to queries regarding drug availability, dosages, indications, and compatibility.
* Contact the physicians to confirm the details of prescriptions.
* Record medications and fills nursing and staff requisitions.
* Compound extemporaneous prescriptions of physicians by following the accepted   
  professional standards.

**Areas of Interest:**

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* Developing techniques to appropriately purchase, stock, and supply the   
   medicinal drugs ,surgical and marketing.
* Seminars, talk shows, conferences, books reading and sports.

**Personal skills :**

* More than two years of experience in hospital and pharmacy services.
* Excellent customer service and interpersonal skills.
* Capable to work independently and as a part of a dynamic team.
* Attention to detail with great logical skills.
* Flexible, organized, and team oriented.
* Good assessment and problem solving skills.
* Ability to dispense and compound pharmaceuticals.
* Positive attitude towards patients in critical situations.
* Proficient in Microsoft Office.  
    
  **Linguistic skills:**
* English (Advance)
* Urdu (Native)

**References :** Available on request.