

Pediredla Rampandu

Visakhapatnam, India 530020
8179960586
pediredlarampandu@gmail.com

PROFESSIONAL SUMMARY

To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

WORK HISTORY

Apollo Pharmacy - Pharmacy Technician(PART TIME)

Visakhapatnam
05/2018 - 03/2021

- Greeted customers and responded to questions with friendly, knowledgeable assistance.
- Kept pharmacy counter and related areas clean, neat and organized.
- Received incoming supplies and stocked in correct locations.
- Answered telephones and provided information about order status, store hours and pharmacy procedures.

COMPUTER SKILLS

- Linux
- Operating system
- Microsoft office
- Software knowledge

PERSONAL STRENGTHS

- Quick learner
- Easily adapt to new environments
- Positive attitude

DECLARATION

I hereby declare that the information given above is true to the best of my knowledge.

Kothavalasa,

Pediredla Rampandu

SKILLS

- Pharmacy File Management
- Processing Orders
- Drug Inventory Control
- Data Gathering
- Customer Support
- System Documentation
- Inbound Phone Call Management

EDUCATION

03/2023

Vagdevi Degree And PG College(AU Affiliated)

Kothavalasa, Vizianagaram

Bachelor of Science: Chemistry

04/2015

Govt. Jr College

Kothavalasa, Vizianagaram

Intermediate

04/2013

Vyjayanthi Public School

Kothavalasa, Vizianagaram

SSC

PERSONAL DETAILS

- Name: P Rampandu
- Father Name: P Arjun
- DOB: 15-11-1997
- Nationality: Indian
- Languages: English, Telugu
- Marital status: Unmarried
- Address: Kothasunkarapalem, Kothavalasa, Vizianagaram, AP-535183, India