

Jose Javalera

Objective

To contribute creativity, business sense, and understanding of e-commerce to develop interactive and effective web presences for small businesses. Leverages knowledge of social media and content designs to create highly reactive campaigns and marketing plans.

Education

Salt Lake Community College *Associates of Science (A.S. Chemistry)*

Degree 2013 Attended from 2008 to 2013.

Salt Lake/ Tooele Applied Technology *Utah Pharmacy Technician Certification*

Attended from Aug 2003 to Dec 2003. ASHP-Accredited Program. Completed 225 practicum hours at Walgreens Pharmacy.

Johnsburg High School *High School Diploma*

High School Graduate, Class of 1993.

Professional Experience

Modern Chicq Boutique Self-Employed | Jun 2017- Present

- Builds and executes social media strategies through competitive audience research.
- Sets up company pages within each social media platform.
- Account for all incoming and outgoing inventory.
- Share product knowledge with customers.
- Manage day to day tactical and long term strategic activities within the business. Manage social media sites for the business.

University of Utah Redwood Pharmacy Pharmacy Technician II | Oct 2005-Mar 2013 and returned Nov 2015- Jun 2017

- Swiftly and correctly calculate dosages, dispense medications, prepare prescription labels and fill prescriptions for approval by pharmacists
- Use the pharmacy's proprietary computer program to access prescription information including patient and prescriber data, drug selection, prescription interpretation and insurance billing.
- Research and resolve dosage conflicts, potentially harmful drug interactions, insurance issues and other matters to ensure patient safety/wellness and build customer loyalty
- Helped migrate pharmacy to new patient records system – transferred hundreds of profiles to database and trained several coworkers on new system.
- Insurance processing (Medicaid, Medicare, Private Insurance).
- Worked with the MTM team to assist patient care and medication management.

University of Utah Home Infusion Pharmacy Technician II | Mar 2013- Nov 2015

- Responsible for the day-to-day direction, guidance, and distribution of workloads for compounding technicians within the department.
- Complies with all USP 797 Guidelines and procedures.

- Reconstitutes bulk additives and prepares I.V. admixtures utilizing proper aseptic techniques.
- Oversees daily environmental monitoring and ensures proper documentation is being maintained within Simplifi 797 software and corresponding log sheet.
- Resolves complicated questions or issues and, is a source of information for other employees.
- Demonstrates a superior knowledge of the Cleanroom Complex area and operates as the "go to" person for other employees in that area.

Technical Skills

Web Development and Design

- Adobe PhotoshopCC2019
- HTML, CSS, and JavaScript
- Word Press
- Canva
- GIT Version Control System

Language

- Fluent in Spanish and English.

Pharmacy

- Prescription Processing
- Pharmaceutical Calculations Medical & Pharmaceutical Terminology
- Drug Classifications & Safety Medication
- Inventory Management
- FDA Compliance Medicare, Medicaid & Insurance Claims Processing
- Customer Service/Customer Relations

Core Competencies

- Attention to Detail
- Leadership
- Flexibility
- Communication
- Time management
- Problem-solving
- Teamwork
- Self-Motivated

Certificates and Awards

- Certified Pharmacy Technician (CPhT)
- Utah Pharmacy Technician Certification
- Circle of Distinction Award 2006 & 2007 (University of Utah Redwood Pharmacy)

References

Company	Contact	Contact Info
University of Utah Redwood Pharmacy	Machaela Jaquez	801-213-9950
University of Utah Home Infusion	Jamie Doi	801-587-8600