



Đào Thu Trang

Expected Work Place: Ho Chi Minh City

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Date of birth: 25-10-1993

QUOTE

" As a cure for worrying, work is better than whiskey."

EDUCATION & QUALIFICATIONS

Hue University of Medicine and Pharmacy

Sep 2011 – May 2016

Certificate: The degree of Pharmacist

Classification: Good

Mode of study: Full- Time

WORK EXPERIENCE

HOSPITAL PHARMACIST

Oct 2016 - Present

Dong Nai General Hospital

- Contact with doctors, pharmacists, understand how they work and what they want. Interact with doctors, give advices about using drugs.
- Participate in Clinical pharmacy group, so have a lot of knowledge about drugs.
- Make reports on using drugs, supply of the pharmaceutical company.
- Check the outpatient's prescription, detect the mistakes and notify the doctor to find the solution.
- Check the medicines which is stored in the hospital (about conditional storage, date..) and make the report.
- Record the ADRs which is reported from the clinical faculties, make the reports to send to DI&ADR center.
- Work with Social Insurance, understand the difficulties of using drugs which are paid by Social Insurance.
- Training nurses to use drugs in an effective and safe way.

REGULATORY OFFICER

Jun 2016 – Oct 2016

Hera biopharmaceutical company, Huong Tra Town, Hue Province

- **Making files to register drugs circulated. At that time, I learned a lot about English skills and computer skills.**
- **Understand drug's production process, detail informations about drugs** (pharmacokinetic, pharmacodynamic...), thus I can **consult doctors and pharmacist about using drug easily.**

DRUG SELLER Part-time job excluding studying time **Feb 2014 – Mar 2016**

Ben Ngu Drugstore 21 Phan Boi Chau Street, Hue City

- Receive, check quantity/quality and arrange drugs.
- Take care, advise clients, build up and keep good relationship with them.
- Co-operate with Medical inspection team in their expected checking.

- Follow up sale status, summarize sale results and contact with drug suppliers, report, discuss with owner to guarantee the drug store going on smoothly

SKILLS

- Fluent English skills and Microft office skills.
- Be able to work independence or teamwork.
- Have good communication, presentation and interpersonal skills.
- Solve problem quickly, always well finish all work allotted.
- Cautious, Responsible, Trustworthy, hard-working and active, Self-motivated and Enthusiastic.Enrolled Agent (EA)
- Working under pressure effectively, Team spirit, Results oriented.

SOCIETAL ACT

Charitable Volunteer: 24/6/2017

Participated in charitable programe at Tan Phu Commune, Dong Nai Province contained medical examination, distribution medicines for almost 600 poor people.

Charitable Volunteer: 22/7/2017

Participated in charitable programe at Vinh Cuu District, Dong Nai Province contained medical examination, distribution medicines for almost 400 poor people.