

PHAN THI THU HIEN

CURRICULUM VITAE



Gender: Female
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Desired position: Pharmaceutical Special staff

JOB OBJECTIVES

Seeking a position in an organization to utilize my skills and my past experience to build a good rapport in the company and take them to a new height.

EDUCATION

2013 - 10/2015 Study as a postgraduated in Ha Noi University of Pharmacy
2008 - 6/2013 Study in Ha Noi university of Pharmacy
Get general knowledge of pharmacology, clinical, traditional medicines, industry pharmacy, pharmaceutical economics

OTHER CURRICULUM ACTIVITIES

8/2010 Volunteer for "Walk for Peace" Festival organized by Hanoi Youth Union.
7/2009 Volunteer for Exam Season Supporting program.

WORKING EXPERIENCE

Time	Position - Tasks
11/2016 – 10/2017	<p>R&D Executive and Manager at Thien Thao Pharmaceutical J.S. Company</p> <ul style="list-style-type: none">• <i>Seeking new products:</i><ul style="list-style-type: none">+ Seek and analyze information on new products, co-ordinate with sales and marketing departments to make appropriate evaluation.+ Prepare contents and work with trading companies, manufacturers of new products.• <i>Regulatory affairs:</i><ul style="list-style-type: none">+ Manage and follow up Meiji's registration applications to the Drug Administration of Vietnam (DAV) (Quota, drug registration, price declaration, original drug announcement, EU/GMP or PICs/GMP announcement).+ Review labelling, pack leaflets and summary of product characteristics etc. to ensure compliance with current legislation and registered particulars and take action, as agreed with supervisor, to secure regulatory approval where necessary.+ Give regulatory advice to relevant personnel so that appropriate development or marketing plans may be established.+ Establish and maintain effective liaison with DAV's officers .• <i>Clinical trials:</i><ul style="list-style-type: none">+ Manage and follow up the progress of Meiji's clinical trials in Vietnam.+ Establish and maintain effective relationship with investigators, authorities, manufacturer and CRO to accelerate

the progress of clinical trials.

+ Deliver monthly progress report to Meiji and provide solution for dealing with difficulties.

+ Follow up and make payment for clinical trials on time

11/2015 – 11/2016 Product Specialist at Cuc Nam

+ Build product documentation system

+ To keep updated about the latest developments related to the product and keep abreast with the competitors' products and their strategies.

+ Conduct product training programs periodically

+ Prepare information and design flyers, brochures

+ Write professional PR articles

+Document translation

SKILLS

- Good time management and organizational skills
- Demonstrated ability to continue an update of medical and scientific knowledge.
- Familiar with major computer applications like MS Word, PowerPoint, Excel and the Internet
- Good presentation skills
- Good English language skills.
- Able to work in a fast-paced environment and under pressure and under challenging timelines

HOBBIES

- Travelling, meeting people
- Reading comics, news
- Walking and listening to music