**Madonna Eshak Farahat**

Regulatory Affairs Specialist

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**Career Objective**

Seeking a position as a Science/ Geology teacher/ co-teacher.

**Job experience:**

1. **(June 2014 - present): Regulatory Affairs specialist (CTD)**

**Chemipharm Pharmaceutical Industries**

**Job Description:**

* Clinical and toxicological studies research for active pharmaceutical ingredients.
* Responsible for fulfillment of all the duties to support the RA procedures in different MOH countries complying with the latest regulatory rules
* Responsible for coordination & preparation of regulatory submissions and strategies
* Preparing CTD & e-CTD registration & renewal files of pharmaceutical products as to be registered in International countries according to the guidelines of each country.
* Registration of the Pharmaceutical products worldwide
* Submitting all the deficiencies required for registration & renewal process of the company at different M.O.H.'s.
* Coordinate with different departments of Research, Quality, Production, and planning sectors to follow up the execution of all the requirements of different countries in addition to solving their related problems.
* Ensure the arrival of the couriers and follow up with their corresponding agents to provide the files to their concerned ministry**.**

1. **(Feb 2013- March 2014): Medical representative**

**Globe International.**

**Job description:**

* Making presentations to doctors, hospital doctors and pharmacists.
* Building and maintaining positive working relationships with medical staff and supporting administrative staff e.g. receptionists.
* Reaching (and if possible exceeding) annual sales targets.
* Planning work schedules and weekly and monthly timetables.
* Regularly attending company meetings.
* Monitoring competitor activity and competitors' products.

1. **(Aug. 2012 - Feb. 2013): Medical representative**

**IDA.**

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* Building and maintaining positive working relationships with medical staff and supporting administrative staff e.g. receptionists.
* Reaching (and if possible exceeding) annual sales targets.
* Planning work schedules and weekly and monthly timetables.
* Regularly attending company meetings.
* Monitoring competitor activity and competitors' products.

**Education:**

May-2012, B.sc in science from faculty of science, chemistry/geology department, Cairo University.

Grade: good

* IGCSE Certified from Sahara language school

**Courses and activities:**

Psychological and Counseling Studies at Coptic orthodox counseling and wisdom center.

Petrochemical lab at the administration of chemistry.

Water analysis course at Cairo University.

Personality development course.

Public relation member at CMC.

Safety class (HSE) at SPE Egypt.

AAPG petrochemical course.

**Training**

Suco Petroleum Company

**Skills:**

Ability to deliver information in a simple way Expert

Time management skills Expert

Ability to deal with students from different ages Expert

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| --- | --- |
| Communication skill | Expert |
| Reporting and Information Presentation skills | Expert |
| Working in standardized system | Expert |
| Microsoft Office© Applications | Expert |
| Adapting skill to adapt new techniques | Expert |
| Organizing, planning and coordinating skill | Expert |

**Languages:**

* Arabic ( Mother tongue - Excellent )
* English ( Second language -very Good )

**Personal Information:**

* **Date of Birth:** December, 27th, 1989
* **Place of Birth:** Cairo, Egypt
* **Nationality:** Egyptian
* **Marital Status:** Married

(References will be provided upon your request).