



I live in: Sofia/Bulgaria

Contacts

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☎ [0889668990](tel:0889668990)

Languages

Native language: Bulgarian

Languages: English (Intermediate),
German (Beginner)

[... see more in the Languages section](#)

Skills

Computer Skills: Microsoft Office
Microsoft Excel
Microsoft PowerPoint
Email Management
Information Management
Data Entry
Digital ...

[... see more in the Computer Skills section](#)

Skills: Productivity and proactivity
Effective communication skills
Teamwork
Responsibility
Creativity
Problem-solving ...

[... see more in the Skills section](#)

Driving License, category: B

Denitsa Dimitrova

Work Experience

DECEMBER 2023 - OCTOBER 2024

Clinical Project Administrator, Easthorn Clinical Services- Novotech company

Clinical Pharmacy

Clinical Administration responsibilities and office activities for clinical projects worldwide. Support project teams in assigned projects related tasks.

MAY 2022 - NOVEMBER 2023

Patient Care Program Assistant , Axios International Ltd.

Sofia

Axios teams are involved in the Patient Assistance Program (PAP) for set-up and implementation activities. The jobholder is required to help represent Axios management in daily meetings with patients, doctors and carry out administrative duties.

NOVEMBER 2021 - APRIL 2022

Customer Support Specialist, International Services Ltd

Sofia, Business sector: Healthcare, Company size: 100 - 300

HealthLabs offers an expansive collection of online lab test categories and test types for customers worldwide.

NOVEMBER 2016 - JUNE 2019

Senior Records Management Associate, IQVIA RDS Bulgaria

Sofia, Business sector: Pharmaceutical, Company size: above 300

Records management (RM) is the supervision and administration of digital or paper records, regardless of format. Records management activities include the creation, receipt, maintenance, use and disposal of records.

MAY 2016 - NOVEMBER 2016

Specialist, Manpower group

Sofia, Business sector: Information technologies, Company size: 50 - 100

Provide support on customers, which is the composition of the force. They oversee manpower resources and manage manpower requirements.

APRIL 2013 - MARCH 2015

Technical supply support , Remedium pharmacy

Sofia, Business sector: Pharmaceutical, Company size: 100 - 300

Oversee and maintain supply system and stock. Resolving technical issues concerning customer's orders or documents.

Education

SEPTEMBER 2017 - TILL NOW

Medical university-Faculty of Pharmacy

Sofia, Level: Master's degree

SEPTEMBER 2000 - JUNE 2005

English Language School 'Geo Milev'

Burgas, Level: College

Languages

Native language: Bulgarian

English: Comprehension (Intermediate), Speaking (Intermediate), Writing (Intermediate)

German: Comprehension (Beginner), Speaking (Beginner), Writing (Beginner)

Computer Skills

Microsoft Office

Microsoft Excel

Microsoft PowerPoint

Email Management

Information Management

Data Entry

Digital Calendars (Google, Outlook, etc.)

Instant Messaging

Video Conferencing

Social Media Management

Database Management Systems

Client Relationship Management (CRM) Software

ELVIS

Wingspan

CTMS

Pure cloud

Magento

Dynamics 365

Patient Program System

Veeva Vault system(CRO)

Skills

Productivity and proactivity

Effective communication skills

Teamwork

Responsibility

Creativity

Problem-solving

Attention to detail

Adaptability