

**Navneet Kaur**

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Objective :

I wish to obtain a responsible,position and get a work experience with an organization offering a challenging environment where I can use my knowledge & skills gained from the course so far.

Education :

|  |  |
| --- | --- |
| 2020-2022  2017-2020  2017-  2015- | M.Pharm from GAYATRI COLLEGE OF PHARMACY  B.Pharm from GAYATRI COLLEGE OF PHARMACY with 73.70%  D. Pharm (Part 2) from GAYATRI COLLEGE OF PHARMACY with 77.40%  D. Pharm (Part 1) from GAYATRI COLLEGE OF PHARMACY with 83.55% |
| 2014- | Higher Secondary (10+2) in Physics, Chemistry, Biology & Maths, C.H.S.E Board, Odisha, India |
| 2012 | 10th from ST.JOSEPH’S CONVENT HIGHER SECONDARY SCHOOL,I.C.S.E BOARD |

Achievements :

Achievements in professional and academic life which include and not limited to:

* Got certificates in sports in school.
* Received Silver and Black Medals in Punjabi Competitions.
* Presented Power Point Presentation on Ovarian Cancer during B.Pharm.
* Secured third place in English Debate Competition(Elixir 15) during first year of D.Pharm.
* Secured second place in English essay writing competition during first year of D.Pharm.
* Participated as a delegate in the IPA Convention 2018,Bhubaneswar,Odisha.

Skills:

* Good communication skills
* Responsible
* Practical and adaptable
* Accurate
* Quick and efficient
* Good computer navigation skills
* Working knowledge of MS Excel and MS Word.
* Judgment and decision making
* Problem solving skills
* Ability to multitask
* Knowledge of Medical Terminology

Work Experience:

* Undergone more than 500 Hours practical training spread over 3 months from 21-June-2017 to 21-Sept-2017 as Student

Pharmacist under Education Regulation framed under section 10 of the Pharmacy Act 1948 in District Headquarter

Hospital, Sambalpur, where I acquired:

1. Working knowledge of keeping of records required by various Acts affecting the Profession of Pharmacy and
2. Practical Experience in:-
3. The manipulation of Pharmaceutical Apparatus in common use.
4. The reading, Translations and Copying of Prescriptions including the checking of Doses.
5. The dispensing of Prescription illustrating the commoner methods of administrating medicament and
6. The storage of drugs and Medicinal Preparations.

* Successfully completed Industrial project as trainee at manufacturing unit of ALKEM HEALTH SCIENCE

Samardung, Sikkim from 20-June-2019 to 28-June-2019.

* Worked as a Pharmacist for Supervision, control the sale, distribution of drugs, maintenance of records and registers and

proper preservation of drugs for a period of 1 year daily from 10 AM to 2 PM AND 5 PM TO 9PM at M/s Hirakud Medical

Store, Burla, Odisha.

Strength:

* Rational mindset with a positive viewpoint
* Analyzing and quick learning
* Completing a work within limited resources and time
* Sincere, Smart working and accurate
* Ability to work in a multicultural environment

Hobbies:

* Traveling
* Cooking
* Reading
* Gardening
* Love to explore and learn new things
* Exercising-Love to keep myself physically and mentally fit

Languages:

English (fluent) Hindi (fluent) Punjabi(Native)

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the

correctness of the above-mentioned particulars.

Signature Date