

Nejila Sulfikar

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📍 Al Nahda 2, Dubai, UAE



Profile

Self motivated graduate and an organized effective communicator with patients, colleagues having experience in community pharmacy, storekeeper & data entry. Seeking a full-time position to grow with a leading organization that utilises my abilities to the fullest extend possible, helping me realise and develop my potential and be a part of a team that scales great heights through continuous learning process and utmost dedication.

Professional Experience

03/2022 – 04/2022

UAE

Trainee Pharmacist, Life Pharmacy

Got training under a good team from the pharmacy which taught me the duties performed in a pharmacy. It was good to fulfil the need of the each customers coming to the pharmacy & making them comfort. The training got me the things like billing, customer service, merchandisation, patient care, product details which has to be done in a pharmacy.

11/2021 – 02/2022

India

Data entry cum customer service executive, Neethi Medicals

Documents were managed which included organizing forms, photocopying, filing records, preparing correspondence, and creating reports. Also maintained optimal quality levels to avoid critical errors and support team performance goals.

03/2021 – 10/2021

India

Pharmacist, Kalpaka Medicals

Worked as a pharmacist in the medical store. Served patients by preparing medications, giving information regarding the medications & monitoring patient drug therapies. Noted medication orders from doctors' prescriptions & assisted in pharmacy duties.

02/2021 – 02/2021

India

Trainee Pharmacist, Mother Hospital

A pharmacy placement taken as a part of my studies to gain first hand experience from my area of expertise. Interpreted prescription orders, dispensed medications and counseled patients on drugs. Collaborated with colleagues, technicians and leading pharmacists in effective prioritization and filming of orders.

07/2020 – 10/2020

India

Storekeeper cum sales executive, Vishal Megamart

Ordered, stored, picked up and delivered supplies and equipment for City departments. Observed safety regulations, utilized the database to track parts and supplies. Performed other stock-related duties, including returning, packing, pricing, and labeling supplies. Processed and documented all product sale with [software] and to maintain up to date stock records.

Education

2016 – 2020 **Bachelor of Pharmacy**, Kerala University of Health Science

2016 **HSS,CBSE**, Lemer Public School

2014 **10th CBSE**, Lemer Public School

Courses

2021 **Medical Coding**, Avodha

Projects

2019 **A Project Report on " Formulation of Herbal Lotion from Couropita guinensis"**

The Project was to prepare herbal lotion from the fruits Coropita guinensis. The fruit is very peculiar & are rarely found. The different medications can also be prepared from different parts of the tree like leaves, flowers etc. The Project was successful by preparing herbal lotion from it.

Certificates

2020 **National Seminar on Green Chemistry in pharmaceutical sector-current scenario & application**

2020 **Webinar session on "Concept of sustained drug delivery system"**

2020 **Webinar session on "Antimicrobial stewardship-A new arena for clinical pharmacist"**

Languages

English ● ● ● ● ● Malayalam ● ● ● ● ●

Hindi ● ● ● ● ●

Computer Knowledge

Operating System:Windows, Packages:Microsoft Office, Interner Browsing

Skills

Communication Skills

Teamwork

Multitasking

Computer skills

Ability to work under pressure

Time Management

Problem solving

Mathematical skills

Hobbies

Photography

Bicycle Riding

Listening to Music

Badminton

Visa Status

Visiting visa; validity till june 10

Declaration

I hereby declare that all the above mentioned particulars are true to the best of my knowledge.