



ROSALYN JAYNE A. MANIQUIS

PHARMACIST / INSURANCE COORDINATOR / MEDICAL CODER 📍 AL HAMRIYA, DUBAI, UAE ☎ +971582433799

◦ DETAILS ◦

Al Hamriya, Dubai
United Arab Emirates
+971582433799
rosalyn.maniquis@gmail.com

◦ LINKS ◦

linkedin.com/in/rosalyn-maniquis-rph-cpc-a-22845616b

◦ SKILLS ◦

Computer Skills

Meditech

EMR

ICD Coding and HCPCS

Time Management Skills

◦ HOBBIES ◦

Running, Jogging

◦ LANGUAGES ◦

English

Filipino



PROFILE

Discipline, organize and efficient pharmacist that has 11+ years of professional experience. My objective is to become an effective and reliable workforce in the company, thus a contributory factor to its success. Similarly, to apply my knowledge in various kinds of activities.



EMPLOYMENT HISTORY

PHARMACY INSURANCE COORDINATOR

American Hospital Dubai, 19th Street Oud Metha Road, Dubai, UAE

October 27, 2019 — July 23, 2022

Responsible for the pre-approval request of medicines and consumables.

- Assigned in taking approvals for high cost medicines (ONCO medicines and other biologics) request and regular medicines.
- Reported any insurance rejections about coding errors and disputes.
- Processed insurance approval with or without ERX and DDC code.
- Developed interpersonal skills and ability to work in a multi-cultural environment.
- Assigned in reading ICD codes to ensure that all data entered is correct and follow appropriate coding rules.
- Assigned to ensure that all of the involved parties to a claim submit the correct information and that the information is then distributed in a timely fashion.
- Communicated with the clinic and/or the treating physician regarding the documents needed for the approval of high cost medicines

PHARMACIST

Aster 205 Pharmacy, Palm View East Bldg, Shop G02, Palm Jumeirah, Dubai, UAE

February 1, 2017 — September 27, 2019

Primary purpose is to dispense medicines and patient counseling.

- Developed a knowledge using POS machine.
- Assigned in cashiering and assist my supervisor and colleagues on a daily basis.
- Assigned in doing patient counseling.
- Has a working knowledge in the orthopedic equipments and machines
- Assigned in preparing quotations and answering product inquiries.
- Processed insurance approval by downloading the E-Rx.

PHARMACIST

Farmacia Ni Dok, 692 Commonwealth Avenue, Quezon City, Philippines

October 7, 2015 — January 27, 2017

Primary purpose is to dispense medicines, do patient counseling and process the LTO Renewal in FDA.

- Assigned to do patient counseling and has a strong attention to details of the medicine written in the prescription.
- Processed papers / requirements independently needed for LTO renewal at FDA.

QUALITY ASSURANCE INSPECTOR

Company Assigned: United Laboratories Inc., 66 United Street, Mandaluyong City
Under: Skills and Talent Employment Pool, Inc. (STEP) Agency, 17th Flr. Belvedere
Tower, Ortigas Ave., Pasig City 1600, Philippines

August 6, 2012 — January 8, 2015

Primary purpose is to make sure that all medicines are manufactured with CGMP

- Developed a working knowledge in SAP and LIMS.
- Assigned to evaluate documents and finished good products with a strong attention to detail before it will release to the market.
- Developed the ability to work independently, prioritize task, and release the batch on time.
- Enforced to maintain data collection systems, ensuring all necessary information from routine reporting are collected, analyzed and used as guidance for internal project planning.

PHARMACIST I

Mercury Drug Corporation, Katipunan Loyola Heights, Philippines

November 10, 2010 — August 4, 2012

Primary purpose is to dispense medicines, patient counseling and processing license for controlled medicines.

- Developed a working knowledge using POS machine.
- Developed ability to prioritize task and take initiative.
- Enforce to maintain that the medicines are in a proper storage condition and pull out the near expiry drugs.
- Assigned to do cashiering and assist my supervisor and pharmacy assistants on a daily basis.
- Processed papers/requirements independently needed for LTO renewal at FDA and license to carry dangerous drugs renewal at PDEA.



EDUCATION

Skyline Medical Coding – 12th Floor Conrad Hotel, World Trade Center, Dubai, UAE

February 2019 – June 2019

Tertiary: Our Lady of Fatima University of Valenzuela City, Philippines
BS in Pharmacy

June 2005 — March 2010

Secondary: God's Grace Academy of Quezon City, Philippines
Salutatorian

June 2001 – March 2005

Primary: God's Grace Academy of Quezon City, Philippines
3rd Honor

June 1995 – March 2001



ACHIEVEMENTS

Certified Professional Coder- Apprentice

Testing Center 1st Flr., GMU, Thumbay Medicity, Al Jurf, Ajman, UAE

Passing Rate: 83.52% Valid: December 8, 2021 – Present

DHA Licensure Examination for Pharmacist

AMIDEAST Dubai, Office G01, Block 2B Knowledge Village,
Al Burouj Road, Al Sufouh, Dubai, UAE

License No.: 187153 Valid: June 11, 2017 – Present

Pharmacy Licensure Examination

Manuel L. Quezon University (MLQU), Manila, Philippines

Exam Date: June 20 – 21, 2010

License No.: 58184 / Passing Rate: 83.52% Valid: July 19, 2010 – Present

