

Sana Rahman

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PROFILE

- An energetic, technical fellow committed to work with a creative approach in the competitive environment to execute the breakthrough performance as a good team builder for **Continual Improvement of System** with great effort, result orientation and good behavior. Having a flexible personality to face the stress of work under a dynamic workload. Ready to take-up any challenging task by utilizing my time and resource management skills along with my creative mind. I am a professional pharmacist with good verbal and non-verbal Communication Skills and I am a Self-motivated, Disciplined, and Dedicated person to meet the present-day requirements of professionalism and monitor employee performance. I want to succeed in a motivating and challenging work environment to become more productive and creative.

EDUCATION

Doctor of Pharmacy (Pharm-D) (2013-2018)

University of the Punjab (Lahore)

Higher Secondary School Certificate (Pre-Medical) (2010-2013)

(Lahore Board)

Secondary School Certificate (Science) (2008-2010)

(Lahore Board)

PROFESSIONAL EXPERIENCE

Assistant in Nursing (2022)

GROUP HOMES AUSTRALIA

Job Responsibilities

- Provide support to elderly people by assisting with daily activities and personal tasks.
- Providing support with eating, dressing.
- Work from their client's home or residential care facility.
- Feeding, showering, dressing and administering medications.
- Preparing meals and drinks.
- Tidying and cleaning, including sanitising activities.

- Engaging with family members to offer observations, instructions and updates.
- Assisting with mobility, providing transport to and from medical appointment and light physiotherapy exercises.
- Providing social support, such as escorting the client on outings to cafes, shops and going on excursions.
- Following health and safety guidelines.

INTERNSHIP

- I got an opportunity of training as an internee in Dispensing Section, Narcotic Section and Retail Section in a well-reputed pharmacy for the authenticity of medicine in Pakistan named Fazal Dins & Sons (Pvt.) Ltd, Lahore which helped me to execute the theoretical knowledge of my studies into practical experience. I was able to learn various process in these sections.
 - Attend regular meetings with medical representatives
 - Creatively design the work flow system that put an end to the losses incurred during the prescribing of drugs in the mail-order operations
 - Utilize the ability to handle large volume of patients account accurately
 - Ensure patients are given the proper awareness of drug side effects, intake mode from prescriptions, and drug composition by seeking direction from professional physicians
 - Directly engage suppliers in purchase discussions to ensure that a steady increase in discount rate is approved on all pharmaceutical supplies
 - Assist fellow staff to interpret physicians' prescriptions for customers during rush hour on daily basis
 - Responsible for providing professional service to patients with diabetes and hypertension concerning the mode of dosage, frequency of drug admission, and the possible side effects
 - Apply management stock purchasing techniques that checkmate expiration of acquired stock
 - Document and control all records that make filing easy.

PROJECTS

- I prepared and compiled my final prof. project for fulfillment of Clinical Pharmacy practical on **"Knowledge, Perception, Attitude, and Barriers in Pharmacy Research among students of different Pharmacy Institutions in Lahore, Pakistan"** (Research Paper is just ready to publish) under the support, guidance and perpetual oversight of my respected Supervisor, a humble Mentor Dr. Furqan K. Hashmi in University College of Pharmacy at University of the Punjab, Lahore.
- Another project of Pharmaceutical Technology of entitled **"Manufacturing and Characterization of foaming of Aloe Vera hair tablets"** (Research Paper is also just ready to publish) under the support, guidance and perpetual oversight of my respected Principal,

Supervisor, a humble Principal Dr. Nadeem Irfan Bukhari in University College of Pharmacy at University of the Punjab, Lahore.

ACIEVEMENTS/AWARDS

- I attained Certificate of Apprenticeship from Fazal Din & Sons (Pvt.) Ltd Pharmacy
- I gained Character/Provisional Certificate from University of the Punjab
- I have Certificate of Registration as a Pharmacist in Register "A" from Punjab Pharmacy Council (PPC)
- I had been awarded with Laptop by Government of Pakistan

SKILLS

- Time Management Skills
- Research and Analytical Skills
- Self-motivated in achieving goals
- Resourceful problem solver
- Good listener
- Dedicated and Optimistic
- Service-focused
- Flexibility and Adaptability
- Willingness to learn
- Pink ribbon
- Traffic rules and many more