

# CURRICULUM VITAE



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## Permanent Address

Aswathy K Dasan  
Kottuvalappil House,  
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Thrissur-680711

## Personal Details

Fathers Name: Dasan.K.K

Date of Birth : 12/07/2002  
Sex : Female  
Nationality : Indian  
Marital Status : Single  
Religion : Hindu

## Languages Known

English and Malayalam

## Working Experience

- 9 MONTHS AS ATRAINE  
AT DHANYA MISSION  
HOSPITAL POTTA,  
CHALAKUDY

## Profile

Positive, confident and knowledge individual with deep knowledge of medication therapy management and drug distribution operations. Familiar with providing advice on dosage and appropriate forms of medication.

## Academic Qualification

- ❖ Diploma in Pharmacy Assistant, ST.MARYS INSTITUTE OF MEDICAL TECHNOLOGY, CHALAKUDY
- ❖ Plus Two Bio Science from SNHSS, IRINJALAKUDA
- ❖ SSLC from State Board of Public Examination, GVHSS NADIKKARA

## Job Skills

- ❖ Works Well with a Team
- ❖ Strong Customer Service Skills
- ❖ Excellent Verbal Communication Skills
- ❖ Follows Instructions Well
- ❖ Excellent Memorization Skills
- ❖ Adaptive Learner
- ❖ Computer Skills
- ❖ Knowledge of Drug Regulations
- ❖ Multi-Tasking Skills
- ❖ Record-Keeping Ability

## **Job Responsibility**

- ❖ **Dispenses prescription medication and other medical products to patients under direction of licensed pharmacist.**
- ❖ **Counts pills, labels bottles, prices and compounds medications to prepare prescriptions for patients as directed.**
- ❖ **Performs administrative duties, including answering phones, receiving and inputting prescription orders, operating cash registers, and restocking inventory.**
- ❖ **Monitors prescription-filing process to ensure compliance with relevant regulations and pharmacy policies.**
- ❖ **Answers patient's questions about their medications under the supervision of the pharmacist.**
- ❖ **Takes inventory of drugs on hand and records results.**
- ❖ **Places orders for additional drugs as directed by the pharmacist.**
- ❖ **Prepares billing information for medications.**
- ❖ **Develop prescribed product attain product from shelf, count specified quantity, place drug in apt container and label on items to be checked by pharmacist.**
- ❖ **Ensure to package product after it is checked by pharmacist.**
- ❖ **Receive prescription from patient plus verify needed information is written or from.**
- ❖ **Perform drug scan place it in bag having printed paper work as well as receipt.**
- ❖ **Print prescription labels having information like name of patient, clinic, medication and dosage instruction.**
- ❖ **Rotate stock move older medication for front shelf used prior to expiration date.**
- ❖ **Support pharmacy is always well arranged and clean.**

## **Declaration**

**I hereby declare that the information furnished above are true and correct to the best of my knowledge & Belief.**

**Place: Nellore**

**ASWATHY K. DASAN**