

ASHFAQ AHMED



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Objective:

Seeking employment that allows me to grow professionally, while being able to utilize my skills for the betterment of the organization with the best use of my dedication, determination and resourcefulness.

Academic Qualification:

2011	Pharmacy Diploma Technical Training Board
2008	B.A. University of Peshawar
2006	F.A. B.I.S.E. Peshawar
2004	Matric B.I.S.E. Peshawar

Professional Experience:

Pharmacy Technician

[03rd Dec 2011 to March 2021]

Northwest General Hospital & Research Center Peshawar

Responsibilities

- Working knowledge of prescription tracking software and programs
- Experience in entering all new prescriptions issue and returns in the computer
- Assessing pharmacist in reporting adverse drug reactions and detecting drug- drug interactions as well as drug allergies.
- Handling billing coverage and responsible for reporting finance department. And upper management
- Ability to alert Pharmacist for any problem found at pharmacy.
- Responsible for the required information needed on a prescription to process accurately according to all regulations
- Understanding the importance of accuracy, cut-off times, and attendance

Pharmacy Technician (Oncology Pharmacy)

Northwest General Hospital and Research Centre Peshawar

Responsibilities:

- Keeping and maintaining the record of oncology patients.
- Dispensing of pre chemo medications and post chemo medications.

- Dose calculation of specific drugs for specific patients.
- Preparation of chemo drugs.
- Weekly stock take of all the items present in oncology pharmacy.
- Preparation of expiry calendar.

Pharmacy Purchase Manager
Sky Pharmacy in Main City
 Dabgari Garden Peshawar

[March 2007 to Nov 2011]

Responsibilities

- Preparing purchase orders on daily basis.
- Issuing stock to satellite pharmacies.
- Receiving orders from client pharmacies according to company's policy.
- Preparing expiry calendar and selling stock according to expiry calendar.
- Managing and controlling inventory for annual audit.
- Stock verification and conducting audit twice a year.
- Preparing N/A medicines List and making orders on emergency basis.

Other Skills:

- MS Office
- Windows installations
- Internet explore

Personal Information:

Father's Name	:	Nazir Ahmed
NIC No.	:	17301-7533038-1
Date of Birth	:	08.07.1987
Domicile	:	Peshawar
Nationality	:	Pakistani
Languages	:	Urdu, English, Pushto, Hindko.
Religion	:	Islam
Marital Status	:	Married
Permanent Address	:	NAWAB KHAN COLONY HOUSE No 7 NEAR PESHAWAR MODEL DEGREE COLLEGE DALAZAK ROAD PESHAWAR, PAKISTAN

References:

Will be furnished upon request