**WARDA PERVEZ**

House # 63, Sector # M, Wapda Town, Main GT Road,

Taru Jabba, Peshawar, Pakistan.

***E-mail:* warda.pervez33@gmail.com**

**EDUCATION:**

2011-2016 PESHAWAR MEDICAL & DENTAL COLLEGE

**Bachelor of Medicine & Bachelor of Surgery (MBBS)**

2008-2010 PESHAWAR MODEL DEGREE COLLEGE

**Intermediate (Pre-Medical)**

2007-2008 PESHAWAR MODEL GIRLS HIGH SCHOOL

**Matriculation (Science)**

**PROFESSIONAL EXPERIENCE:**

1. **PTCL Health Unit, Peshawar** **November 2020 to Date**

**Senior Medical Officer, now Incharge PTCL Health Unit, Peshawar.**

* Responding to medical/health problems presented by patients including history taking, diagnosis, investigation, treatment and referral as appropriate.
* Maintaining confidentiality and impartiality.
* Promoting health education in conjunction with other health professionals.
* Organizing preventative medical programs for individual patients.
* Providing specialist clinics for specific conditions or for certain groups e.g. diabetes, smoking cessation, new babies.
* Meeting targets set by the government for specific treatments, e.g. child immunizations.
* Discussing the development of new pharmaceutical products with pharmaceutical sales representatives.
* Setting Departmental goals and responsible for the recommendation, development and implementation of policies and procedures.
* Inventory Management / Outlining and disbursement of the operating Budget.

1. **PTCL Health Unit, Peshawar** **May 2018 to November 2020**

**Medical Officer**

**HOUSE JOB:** **1 Year House Job Experience**

01/12/2016 – 31/05/2017 KUWAIT TEACHING HOSPITAL – PESHAWAR

(DD/MM/YY)  **Medicine and Allied**

* 3 months in medical ward
* 3 months in radiology

01/06/2017 – 30/11/2017 MERCY TEACHING HOSPITAL – PESHAWAR

(DD/MM/YY)  **Surgery and Allied**

* 3 months in gynae and obs
* 3 months in general surgery

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**RESEARCH PROJECT:**

“Effects of structuring prescription forms, on quality of prescriptions - an experimental study”.

Warda Pervez

2015

**CLINICAL COURSES:**

18/03/2015 – 19/03/2015. **NEONATAL RESUSCITATION**

# (DD/MM/YY) 8th Undergraduate Medical Research Conference (PMC)

18/03/2015 – 19/03/2015. **EGG INTERPRETATION**

# (DD/MM/YY) 8th Undergraduate Medical Research Conference (PMC)

**CERTIFICATIONS:**

2003 **Richness in Diversity Campaign**

# Peshawar Model School

2012 **Quiz Competition**

Peshawar Medical & Dental College

2012 **5th National Undergraduate Medical Research Fair**

Peshawar Medical & Dental College

2012 **Breast Cancer Awareness Seminar**

Social Welfare Society

Peshawar Medical & Dental College

2012 **Poster Competition**

Thalassemia Awareness Seminar

Peshawar Medical & Dental College

2013 **6th Undergraduate Medical Research Conference**

Hazards of Smoking

Peshawar Medical & Dental College

2013 **6th Undergraduate Medical Research Conference**

Adverse Effects of Dieting on Obese People

Peshawar Medical & Dental College

2013 **6th Undergraduate Medical Research Conference**

Certificate of Appreciation

Organizing Committee

Peshawar Medical & Dental College

2014 **7th Undergraduate Medical Research Conference**

Poster Presentation Competition

**Paper: “*Methods of Teaching Most Likely by the Students of Peshawar Medical College”***

Peshawar Medical & Dental College

2015 **8th Undergraduate Medical Research Conference**

Poster Presentation

Peshawar Medical & Dental College

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**CONFERENCES & WORKSHOPS:**

20/03/2013 **COMMUNICATION SKILLS – WORKSHOP**

(DD/MM/YY) Peshawar Medical & Dental College

20/03/2014 **DISASTER MANAGEMENT – WORKSHOP**

(DD/MM/YY) Peshawar Medical & Dental College

21/03/2014 **7TH UNDERGRADUATE MEDICAL RESEARCH CONFERENCE**

(DD/MM/YY)Workshops

Peshawar Medical & Dental College

18/03/2015 **DATA ANALYSIS USING SPSS – WORKSHOP**

8th Undergraduate Medical Research Conference

Peshawar Medical & Dental College

**KEY SKILLS:**

* Investigating and diagnosing sick and injured patients on their ailments and then arranging appropriate treatments for them.
* Updating and maintaining accurate patient records.
* Advising patients on health education matters.
* Learning about the medical history of a patient to ensure they have no allergies etc.
* If necessary referring patients to hospitals or specialist clinics for further investigation.
* Examining patients physically and doing so taking cultural and social sensitivities into consideration.
* Ensuring co-ordination and delivery of all work activities within area of responsibility.
* Over a period of time working in a fast paced and busy hospital environment, dealing with medical emergencies as they occurred.
* Assessing newly admitted patients.
* Looking after patient under my care who are on Wards.
* Working as part of a team liaising with nurses, registrars and other healthcare professionals.
* Able to deal sympathetically with sensitive circumstances.
* Experience of providing care to patients on hospital wards, outpatient clinics and also doctors surgeries.
* Assisted in the operating theaters in surgical operations.
* A willingness to accept responsibility.
* Ability to work long and unsociable hours.

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**PERSONAL DATA:**

DATE OF BIRTH

PLACE OF BIRTH

NATIONAL IDENTITY CARD NUMBER

LANGUAGES

CONTACT NUMBER

EMAIL

29 April 1992

Peshawar

17301-6604728-2

Urdu (Native)

English

Pashto

0345-6427755

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