**Amit Kumar Dwivedi**

**Address- Chanakyapuram Lane No. 5, P.O.-I.I.P. Mohkampur, Dehradun, Uttarakhand**

**linkedin.com/in/amit-dwivedi-096582175**

**E.Mail-amitd9486@gmail.com**

**Mob. No.- +91-8171648573/8433478904**

**Pharmacy Registration No.- 10091 ( Uttarakhand Pharmacy Council)**

# Summary-

A motivated pharmacist with a real passion for healthcare & the ability to develop & grow a pharmacy business. Able to advise patients on medication brands, medication storage, medical equipment & healthcare supplies. Looking for a suitable vacancy as Pharmacist.

# Experience-

## Abbott Healthcare as Territory Business Manager (2014-2015).

### Key Responsibilities-

1. To Look after the Business of assigned Territory in Terms of Sales and Doctor Coverage.
2. To ensure the availability of assigned Pharmaceutical Products at the Retail and Hospital Chemist Store.

## Guardian Healthcare Services Ltd. As Pharmacist (2015- Till Now)

## Key Responsibilities-

1. To Perform the billing and ensuring the correct quantity, batch number, expiry date and price.
2. To maintain records of all purchases, receipts and issue of drugs and to index and store medicines for easy retrieval of medicines.
3. Responsible for stocks and their availability in time and Physical Stock verification, as required.
4. To ensure that drugs are not stored beyond the expiry date and arranging return of the near to expiry medicines and also to ensure that the medicines returned, if any, are in a intact pack and have not been opened or used partially prior to their return.
5. Managing Budgets and keeping statistical and financial records.
6. Dispensing medication and to ensure cleanliness of the store.

# Key Skills -

1. Keeping up to date with developments in the pharmaceutical industry.
2. Proficient in English Communication
3. Well versed in Reading Handwritten Notes/ Doctor’s Prescription.
4. Knowledge of Medical Terms and Terminologies.
5. Computer Knowledge- MS-Excel and Fast Typing

6. Able to provide quality face to face customer interaction.

7. Can work late evenings & week-ends consistent with pharmacy opening hours.

8. A thorough understanding of various drugs & how they react in humans & with other.

# Extra Activities & Participations-

**1.** Participated in ' The Green Olympiad' sponsored by the Ministry of Environments & Forests in the year April, 2000.

**2.** Participated in the 'National Symposium On Emerging Trends In Biomedical Sciences' held at SBSPGI, Balawala- Dehradun, Uttarakhand.

**3.** Successfully completed one month industrial training in quality assurance deptt. from sharon biomedicine ltd., selaqui, dehradun.

**4.** Certificate for Ace Performance- Retail Operations Quarter 3- By GMR Group, DIAL, New Delhi

**5.** Completed Certificate Course in COVID-19 Contact Tracing by Johns Hopkins University and Offered through Coursera.

**6.** Pursuing Six Week Online Certification in Design and Interpretation of Clinical Trials by John Hopkins University and Four Week Antibiotic Stewardship from Stanford University Offered through Coursera.

# Professional Qualification-

1. Bachelor of Pharmacy (2013), from Sardar Bhagwan Singh Post Graduate Institute of Biomedical Sciences & Research, Balawala, Affliated to Uttarakhand Technical University & AICTE.

2. AISSCE-, from Central Board of Secondary Education & from School Kendriya Vidyalaya, A.F.S. Jorhat-Assam with 62%.

3. AISSE-, from Central Board of Secondary Education & from School Kendriya Vidyalaya No.1Ambala Cantt- Haryana with 60%.

# Personal Information-

**Father's Name-** Sh. J.P. Dwivedi

**Date of Birth-** 23rd March 1987

**Hobbies-** Reading and Traveling

**Languages Known-** English & Hindi

Preffered Location- Mumbai

# Acknowledgement-

I hereby declare that, the above given information is true to the best of my knowledge.