

# Sample Resume - Pharmacy

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## **EDUCATION**

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**2008 - Current**                      **Bachelor of Pharmacy**  
**Monash University**

Academic Achievement:    Recipient of Pharmacy Guild of Australia Rural Scholarship 2008-2011

## **PROFESSIONAL EXPERIENCE PLACEMENTS**

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**September 2011**                      Mildura Base Hospital (anticipated)  
**April 2011**                              Beachside Pharmacy, East St Kilda  
**September 2010**                      Bendigo Private Hospital  
**June 2010**                                Alfred Hospital

## **SKILLS and ATTRIBUTES SUMMARY**

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- Development of clinical pharmacy skills including monitoring patient therapy and drug information through inpatient and outpatient hospital services and clinical ward rounds
- Technician dispensing skills including Winifred and Webster processes and methodical administrative recording
- Confident communication and decision making skills to provide informed advice on OTC lines to customers in a community pharmacy environment
- Well developed interpersonal and team work skills to operate effectively as a member of multi-disciplinary teams and contribute to high quality patient oriented service
- Able to display sensitivity and inter-cultural awareness when dealing with patients and customers from diverse backgrounds

## **COURSE RELATED EMPLOYMENT**

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**Feb 2010 - current**                      **Pharmacy Assistant (casual 12-20 hrs per week)**  
**Astro Pharmacy, East St Kilda**

- Under supervision, gained experience in dispensing and counselling customers in use of prescription medications and pharmacotherapy treatments under Methadone/Buprenorphine Programs
- Script sorting and provided customers with recommendations on OTC lines on pharmaceutical and cosmetic products
- Responsibilities for stock ordering and retail display

**Nov 2010 – Jan 2011 Pharmacy Technician (casual 10-30 hrs per week)**

**Pharmacy Services, East Melbourne**

- Assisted in the preparation of medicines and attached dispensing and cautionary labels
- Delivered medications to hospitals and aged care facilities
- Recorded dispensing activity and customer enquiries on database
- Screened customer service enquiries and referred to pharmacists

**OTHER EMPLOYMENT**

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**Nov 2008 – March 2009 Catering Staff (on-call)**

**Hospitality Services**

- Waiting at birthdays, weddings and anniversary functions including silver service

**Aug 2006 – Dec 2007 Retail Assistant (casual on call, up to 40 hrs per week in Dec.)**

**Kmart, Glen Waverley**

- Point of sale transactions, cash register operations, eftpos and credit card sales
- Service counter, responsible for handling returns and dealing with customer complaints
- Weekend team supervisor responsible for staff training and rosters

**EXTRA-CURRICULAR and Community Engagement**

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**2009 – ongoing**

- Volunteer with Bushfire Recovery Projects Victorian Volunteers – labourer/handyman on community rebuilding projects in the Loddon Valley Shire
- Presentations to rural and regional secondary school students promoting pharmacy careers under the national Pharmacy Students' Association 'Pharmacy Professional Awareness Campaign

**2009**

- Committee Member, Victorian Pharmacy Student's Association – arranged end of year ball and various social activities

**2008 - ongoing**

- Founding member of M@P – Music at Parkville Group – social group for music practice

**INTERESTS**

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- Bushwalking in alpine regions
- Reading contemporary biographies

**ADDITIONAL REFEREES**

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