

# Sample resume – Pharmacy

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## **EDUCATION**

**2011 - Current**                      **Bachelor of Pharmacy**  
**Monash University**

Academic Achievement:    Recipient of Pharmacy Guild of Australia Rural Scholarship 2011-2014

## **PROFESSIONAL EXPERIENCE PLACEMENTS**

**September 2013**                      Mildura Base Hospital (anticipated)

**April 2013**                              Beachside Pharmacy, East St Kilda

**September 2012**                      Bendigo Private Hospital

**June 2012**                              Alfred Hospital

## **SKILLS SUMMARY**

- Developed clinical pharmacy skills including monitoring patient therapy and drug information through inpatient and outpatient hospital services and clinical ward rounds during professional placement
- Built technician dispensing skills including Winifred and Webster processes and methodical administrative recording gained at Bendigo and Alfred hospitals
- Demonstrated strong communication and decision making skills when providing informed advice on OTC lines to customers in a community pharmacy environment
- Established interpersonal and team work skills enabling me to operate effectively as a member of multi-disciplinary teams and contribute to high quality patient oriented service during hospital placements
- Proven ability to display sensitivity and inter-cultural awareness when assisting patients and customers from diverse backgrounds as demonstrated during part-time work at Astro Pharmacy

## **COURSE RELATED EMPLOYMENT**

- Feb 2011 - 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 2012 – Jan 2013 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**

- Nov 2009 – March 2013 Catering Staff (on-call)**  
**Hospitality Services**
- Waiting at birthdays, weddings and anniversary functions including silver service
- Aug 2007 – Dec 2008 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**

- 2010 – 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
- 2012**
- Committee Member, Victorian Pharmacy Student's Association – arranged end of year ball and various social activities
- 2011 - ongoing**
- Founding member of M@P – Music at Parkville Group – social group for music practice

## **INTERESTS**

- Bushwalking in alpine regions
- Reading contemporary biographies

## **ADDITIONAL REFEREES**

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