

# Curriculum Vitae

## **1. Personal Information**



|                |                          |
|----------------|--------------------------|
| Full Name      | Sahar Alaa Ahmed Alkrunz |
| Nationality    | Palestinian              |
| Date of Birth  | 1/Dec/1998               |
| Place of Birth | Gaza                     |
| Marital Status | Single                   |
| Address        | Palestine-Gaza           |
| Email          | Soso263029@gmail.com     |
| Mobile         | 00972592097420           |

## **2. Education Background**

| Specialization | Degree | College/University | Month/Year |
|----------------|--------|--------------------|------------|
| Pharmacy       | 88%    | Alazhar university | 2021       |
|                |        |                    |            |
|                |        |                    |            |

## **3. Work Experience**

1. Professional training at zant pharmacy
2. Training at shifa hospital
3. Professional training at ebn alhaytham pharmacy
4. Volunteer training at zant pharmacy
5. Promotional representative

#### **4. Functional tasks**

- 1. Dispensing medicines**
- 2. Helping patients to prescribe medicines and drugs**
- 3. Providing patients with information about medicines and following up treatment with them**
- 4. Preparing medical prescriptions and determining the appropriate quantities of doses and the number of times to take the medicine**
- 5. Educating patients about the side effects of the drug**
- 6. Providing medical assistance such as giving injections and measuring temperature and blood pressure**
- 7. Consultation regarding to cosmetics.**
- 8. Entering medicines on computerized programs such as Al-Aseel program.**

9. Maintaining professional ethics, commitment and knowledge of the laws governing the profession of pharmacy.

10. Analysis of monthly statistics, inputs and outputs of the pharmacy.

11. Arranging the medicines inside the pharmacy according to the alphabet and functional groups.

12. Communicate with customers and respond to their inquiries.

13. The ability to persuade the customer to dispense alternative medicines.

### **5. Training Courses**

1. Lab results interpretation for pharmacists

2. Skin care creams

3. Golden Asseal ( computerized program)

4. Skills development courses as life skills , employment skills and entrepreneurship skills

5. First aid course

6. Medical analysis course

7. ICDL course

8. Practical nurse course

## **9. Access scholarship program for English language at AMIDEAST**

### **6. Computer Skills**

- 1. Dealing with computer programs such as the Word POWERPOINT,**
- 2. Dealing with Internet applications**
- 3. Social media skills**
- 4. Email Marketing Skills**
- 5. Dealing with accounting programs such as Al-Aseel program**

## **7. Personal Skills**

- 1. Good communication skills, both verbal and written**
- 2. Active listening skills and accuracy at work**
- 3. Time management skill and setting goals and priorities**
- 4. Good negotiation skill to reach a specific goal**
- 5. The skill of dealing well with others and establishing good relations with the staff**
- 6. Problem solving skills**
- 7. The skill of teamwork**
- 8. Computer skills such as writing, word processing, e-mail management, and dealing with Word and PowerPoint programs**
- 9. Organization skill in completing tasks and projects**
- 10. Good behavior in crises and difficult situations**

**11. Flexibility in working hours**

**12. The ability to persuade**

**13. Dealing with people with special needs such as autism**

**8. Languages**

**Arabic : very good**

**ENGLISH : good**