

INAYAT ULLAH KHAN

17, Zakir Nagar West, New Delhi-110025, India

◆ (91) 8700774945 ◆ ixuxkhan@gmail.com

PROFESSIONAL QUALIFICATIONS / SKILLS

- Licensed Pharmacist with a Master of Pharmacy degree in Pharmacology.
- Ability to speak, read and write in the **Arabic** language.
- Six years' experience as Pharmacy Manager.
- Eighteen years' experience as Pharmacist in hospital and community pharmacy.
- Computer skills-Proficient with Microsoft Word, Excel, Power Point, Internet and CPOE.
- Sound ability to issue control substances and maintain lawful records.
- Outstanding interpersonal skills with a track record of establishing positive relationships with patients, colleagues and other health professionals.
- Strong knowledge of the meaning, spelling, and use of the English language.

EDUCATION

- Master of Pharmacy in Pharmacology, AKTU, Lucknow, U.P. (2018)
- Bachelor of Pharmacy, Jamia Hamdard, New Delhi. (1995)

PROFESSIONAL EXPERIENCE

Dar Al-Shifa Pharmacy, New Delhi

November 2018 – Present

Pharmacy Manager

- Plan, administer, organize, and implement all activities in relation to the pharmacy operations.
- Train staff in prioritizing customer orders and delivering them efficiently.
- Ensure staff provide high standards of customer service to customers.
- Monitors drug therapy to evaluate appropriateness of use, drug, dosage form, regimen, route, therapeutic duplication, and drug interactions.
- Oversee the organization of inventories.
- Institute and implement enhancement of quality for the pharmacy.

Hayat Pharmacy, New Delhi

July 2013 – August 2016

Pharmacy Manager

- Oversees the operations of the pharmacy department.
- Make sure that customers are prescribed the correct medicine.
- Provide patient education (e.g., counselling information and education on adherence issues).
- Train staff in prioritizing customer orders and delivering them efficiently.
- Instruct staff to interact professionally and courteously to customers at all times.

King Faisal Hospital, Makkah, K.S.A.

July 2001 – March 2013

Pharmacist

Worked as Pharmacy Quality Management Co-ordinator:

- Prepared policy and procedures manual of the pharmacy and revised, as necessary.
- Developed an organized formal program for assuring the quality of pharmaceutical services and assured compliance with established standards and procedures.
- Assessed, on a continuous basis, departmental services and functions to improve services.
- Participated in preparing of hospital drug formulary.

Worked as Pharmacist (Extemporaneous Preparations):

- Prepared all kinds of extemporaneous preparations.
- Ensured that all repacked products are in compliance with department policies and procedures.

Worked as Pharmacist (O.P.D. Pharmacy):

- Coordinated the activities of assigned pharmacy technicians engaged in the preparation, labelling and delivery of medications and other pharmaceutical supplies.
- Interacted with physicians, counselled and answered patients' questions regarding medications.
- Participated in continuing education programs, meetings and training programs.
- Provided training to pharmacy students.

Worked as Pharmacist (E.R. Pharmacy):

- Filled prescriptions for emergency room patients.
- Ensured proper control and dispensing of narcotics.

Worked as Pharmacist (In-Patient Pharmacy):

- Prepared medication trolleys according to the physician's order using unit dose system.
- Established & maintained patient drug profile in the pharmacy and review written prescriptions for accuracy to prevent medication errors and ensure compatibility of prescribed drugs.
- Consulted with physicians and patients with regard to medication dosage, drug interactions, disease management and potential side effects of prescribed medications.
- Uses appropriate communication skills, and effectively communicates with patients, physicians, and nurses to solve identified drug related problems.

M.S.Medical Store, Delhi

February 2001 – June 2001

Pharmacist

- Filled and processed prescriptions, maintained inventory, and served patients.

Scientific Pharmacy, Muscat, Oman

June 1998 – January 2001

Pharmacist In charge Seeb & Al-Khuwair branch

- Filled prescriptions accurately and efficiently.
- Ensured maintenance of adequate stocks of medications in the pharmacy.
- Maintained the records of expiration date of drugs stocked in the pharmacy and submitted a report to the head office for discard according to the system.

M.S.Medical Store, Delhi

May 1995 – June 1998

Pharmacist

- Prepared and dispensed prescriptions in a busy pharmacy.

OTHER EXPERIENCE

- Participated in Polio Vaccination Program, Makkah in 1422 & 1423 H.
- Participated in Hajj Program from 1422 H to 1433 H (Served Hajj pilgrims in Arafat & Mina)
- Attended CME/PD activity entitled "Basics of Infection Control" (25/03/2009) Hera Hospital.
- Attended CME/PD activity entitled "Medical Error" (09-10/03/2010) King Faisal Hospital.
- Attended Quality Assurance Course (10-11/01/2012) King Faisal Hospital, Makkah.

LICENSURE

- Registered as Pharmacist in Delhi Pharmacy Council (Registration No. 10176)

REFERENCES

- **Pharmacist / Ayman Ahmad Dawaji** (+966504534630)
Supervisor of Medical Supply Unit at Um Al-Qura University Medical Centre, Makkah, K.S.A.
- **Pharmacist / Turki Saleh Al-Malki** (+966562532434)
Head Of Quality Control at Medical Supply (Ministry of Health), Jeddah, K.S.A.