**CURRICULUM VITAE**

LALIT KUMAR GUPTA

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# **OBJECTIVE**

* To obtain a positive in hospital industry in a corporate and

progressive Work environment to prove the ability developed practical experience and use ample opportunity for professional growth.

# **ACADEMIC DETAILS**

* High School from C.B.S.E Board DELHI.

* Intermediate from C.B.S.E Board DELHI.
* Graduation from UNIVERSITY OF DELHI.

# **PROFESSIONAL QUALIFICATION**

* Diploma in pharmacy from **Chhotu Ram Rural Inst.Of Technology** ,Kanjhawla, New delhi approved to B.T.E. (2005 -2007).
* D. PHARMA Internship from Sir Ganga Ram hospital delhi.

# **TECHNICAL EXPOSURE**

* MS Office, MS Excel, Internet.

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# **WORKING EXPERIENCE**

* Three year & five month experience as **Pharmacist** in Mata chanan Devi Hospital C1 janak puri . delhi (dec2007-may2011).
* Worked as a **pharmacist** in B.L.K superspeciality hospital. Rajender nagar new delhi . (may2011-jan2012).
* Presently working as a **Sr. pharmacist** in Shri balaji action medical

Institute, paschim vihar new delhi, a World class 400beded multi super speciality hospital (N.A.B.H. & N.A.B.L. accredited) Since February 2012.

# **JOB PROFILE**

* To arrange the pharmacy in the best possible way.
* To check medicines with respect to invoice ie.(M.R.P., Batch, Expiry, Quantity etc).
* Making G.R.N. of surgical and disposable etc. and handling of narcotics.
* Maintain inventory and generate daily reports , regarding sale , stock and stockout.
* Maintaining the shortages & generating reports of expiry items ,stock,

consumption of stock

* Outstanding interpersonal skills with a track record of establishing positive relationship with customers , medical professionals and healthcare

organizations. Dedicated to provide quality patient care and fast and

accurate medication dispensing.

# **STRENGTH**

* Ability to work autonomously and in professional environment all time.
* Confident approach toward arriving at a solution & Inventory Management.
* Constant thirst of learning.
* Fast learner and desire to grow.

# **PERSONAL DETAILS**

Father’s name Sh. M.B Gupta

Date of Birth 15-04-1986

Address 5D/46a Vishnu Garden New Delhi-18

Nationality Indian

Marital Status Unmarried

Language known Hindi & English.

**DATE**  (**LALIT KUMAR GUPTA**)

Place : New Delhi