

NAOMI DAVEY

SUMMARY

I am currently seeking permanent part-time employment and have worked in the pharmacy industry for over 20 years. I have worked in hospital and community pharmacy as a pharmacy assistant, Webster packer, Dispensary Technician, purchasing officer and retail manager and as a customer service officer for Cottman Australia.

I have completed my Level 3 Dispensary Technician/Retail through the Pharmacy Guild and I have my National Police Clearance Certificate. I enjoy working independently or as part of a team and am reliable, organised and self-motivated.

PROFESSIONAL ACHIEVEMENTS

CERTIFICATE PHARMACY SELF CARE LEVEL 4

Pharmaceutical Society of Australia, 2001

CERTIFICATE INDUSTRY GRADE 3 (COMMUNITY PHARMACY-DISPENSARY)

The Pharmacy Guild of Australia, 2000

CERTIFICATE INDUSTRY GRADE 2 (RETAIL COMMUNITY PHARMACY- OPERATIONS)

The Pharmacy Guild of Australia, 1997

SKILLS

- . Can work to a schedule or target, can self-manage, can work independently or as part of a team, have good communication skills, adaptable
- . Webster packing, MTS and MPS sachet systems for nursing homes and private patients
- . Dispensing prescriptions, claims i.e. worker's compensation, private health insurance and HIC, customer accounts, prescription requests from doctors
- . Service and supply of orders to nursing homes, hospitals and customers
- . Purchasing and maintenance of stock in dispensary and retail
- . Hospital imprest
- . Administrative duties i.e. banking, daily reconciling, customer accounts
- . Excellent customer service relations
- . Catalogues and promotions, product display and merchandising
- . OTC, S2 and S3 product knowledge
- . Photographics, Lotto
- . Methadone and Subutex

WORK

BELMONT DISCOUNT DRUG STORE, BELMONT WA 6104

Webster packer, Dispensary Technician, pharmacy assistant

Date: August 2008 – November 2016

HISTORY

SIR CHARLES GAIRDNER HOSPITAL, NEDLANDS WA 6009

Pharmacy Department, Inpatient and Outpatient

Dispensary Technician

Date: August 2007 – August 2008

COTTMAN AUSTRALIA, BALCATTWA WA 6021

Customer Service Officer

Date: July 2005 – October 2006

EDUCATION

LESMURDIE SENIOR HIGH SCHOOL

Graduated Year 12, 1989

REFEREES

SEAN CHOO

Managing Pharmacist, SuperChem Stirling

Phone: 0450 803 159

DESIREE BUI

Managing Pharmacist, Belmont DDS

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MINH SMITH

Managing Pharmacist, Belmont DDS

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RINA BATAVIA

Senior Pharmacist, Sir Charles Gairdner

Phone: 9305 3533

DEAN HARVEY

Customer Service Manager, Cottman Australia

Phone: 0417 050 397