

SOUFIRA JAMEEL

DHA Licensed Pharmacist with UAE Experience



Licensed pharmacist with extensive experience across community and hospital pharmacy environments in the UAE and India. Demonstrates strong expertise in pharmaceutical care, insurance claim processing, inventory management, and patient counseling. Recognized for maintaining strict confidentiality, ensuring medication safety, and delivering high standards of customer service. Possesses sound clinical knowledge combined with strong interpersonal and analytical skills to support patient outcomes, regulatory compliance, and efficient pharmacy operations in fast-paced healthcare settings.

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📍 Dubai, UAE

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CORE COMPETENCIES

Pharmacy Operations Management

Insurance Claim Processing

Medication Dispensing & Counseling

Regulatory Compliance

Patient Safety & Confidentiality

Community & Hospital Pharmacy Practice

Customer Relationship Management

WORK EXPERIENCE

INCHARGE PHARMACIST

TRUDOC Pharmacy – Dubai, United Arab Emirates

February 2025 – Present

Achievements/Tasks

- Oversee daily pharmacy operations, ensuring compliance with DHA regulations and internal quality standards.
- Process insurance claims accurately, including high-value approvals, while minimizing rejections and delays.
- Analyze sales data and purchasing trends to support business planning and revenue optimization.
- Provide detailed medication counseling, ensuring patients understand proper usage, dosage, and precautions.
- Maintain effective inventory control systems, including stock rotation and expiry monitoring.
- Address customer concerns efficiently, strengthening trust and long-term client relationships.

COMMUNITY PHARMACIST

Dev Surgical & Medicals – Trivandrum, India

May 2022 – August 2024

Achievements/Tasks

- Dispensed prescription and over-the-counter medications accurately in accordance with physician instructions.
- Managed procurement of medicines, consumables, and disposable instruments for inpatient and outpatient needs.
- Maintained safe storage conditions, monitored expiry dates, and ensured optimal inventory levels.
- Delivered clear medication guidance to patients, promoting adherence and safe usage.
- Maintained organized prescription records to support traceability and regulatory compliance.
- Built strong rapport with customers through consistent service quality and professional communication.

HOSPITAL INCHARGE PHARMACIST

NIMS Hospital – Kerala, India

January 2021 – January 2022

Achievements/Tasks

- Supervised hospital pharmacy operations, ensuring uninterrupted availability of essential medications.
- Implemented effective stock management practices to prevent shortages and reduce wastage.
- Maintained accurate documentation in compliance with legal and hospital regulatory requirements.
- Trained and guided junior pharmacy staff, improving workflow efficiency and service standards.
- Provided professional advice on over-the-counter medications and general pharmaceutical care.
- Coordinated with clinical teams to support patient treatment plans and medication safety.

EDUCATION

Bachelor of Science in Pharmacy (First Class)

Sree Krishna College of Pharmacy – Trivandrum, India

August 2013 – May 2017

PROFESSIONAL SKILLS

- Pharmaceutical Care
- Clinical Knowledge Application
- Insurance Billing & Approvals
- Microsoft Office (Word, Excel, Outlook)
- Patient Counseling & Education
- Pharmacy Sales Support
- Documentation & Record Keeping
- Team Collaboration
- Time Management
- Attention to Accuracy

LICENSE

Dubai Health Authority (DHA)
Unique ID: 06975795

LANGUAGES

- English – Fluent
- Arabic – Basic
- Hindi – Fluent
- Malayalam – Native
- Tamil – Conversational

PERSONAL DETAILS

- Nationality: Indian
- Visa Status: Husband Visa