

Personal information

First name(s) - Surname(s) Mennatallah Ehab Mohammed Elcashif

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Marital status married

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Nationality Egyptian

Objective

Innovative, Energetic, Highly versatile Pharmacist. Seeking a rewarding and challenging position in firm where I can apply my skills & loyalty in exchange for career guidance, training and opportunity for advancement.

Education

Date June 2008

Title of qualification awarded B.Sc. of pharmaceutical science, faculty of pharmacy, Alexandria University.

- Grade: Excellent with honor degree (89%).
- Ranking: 33

Principal subjects/Occupational skills covered

Pharmacist

Name and type of organization providing education and training

Faculty of pharmacy, Alexandria University

Work experience

Period September 2020 till Present

Occupation or position held Medical Translator (English to Arabic)

Name and address of employer Freelance

Main activities and responsibilities	<ol style="list-style-type: none"> 1. Provide accurate translations for healthcare providers and patients. 2. Ensure that medical information is understood by patients by simplifying any jargon. 3. Have a rock-solid knowledge of medical procedures and terminology 4. Ability to accurately and precisely translate critical medical information from English to Arabic language 5. Have the ability to maintain the confidentiality of information and records 6. Ability to work outside of normal working hours when need be 7. Be able to handle unpredictable changes and be flexible to meet scheduling needs 8. Have strong writing skills and understanding of the translation process 9. able to convey complex ideas simply so that a layperson can understand them
Period	Aug 2011 till Present
Occupation or position held	Pharmacist
Name and address of employer	Ministry of Health, Alexandria, Egypt
Main activities and responsibilities	<ol style="list-style-type: none"> 1. Checking prescriptions to ensure that there are no errors and that they are appropriate and safe for the individual patient; 2. Providing advice on the dosage of medicines and the most appropriate form of medication, for example, tablet, injection, ointment or inhaler; 3. Taking patient drug histories and involvement in decision-making on appropriate treatments 4. Liaising with other medical staff on problems patients may experience when taking their medicines 5. Discussing treatments with patients' relatives, community pharmacists and GPs 6. Ensuring medicines are stored appropriately and securely 7. Supervising the work of less experienced and less qualified staff 8. Answering questions about medicines from within the hospital, other hospitals and the general public 9. Keeping up to date with, and contributing to, research and development 10. Writing guidelines for drug use within the hospital and implementing hospital regulations 11. Providing information on expenditure on drugs 12. Preparing and quality-checking sterile medications, for example, intravenous medications
Period	Sep 2009 till Aug 2011
Occupation or position held	Teaching Assistant (Demonstrator)
Name and address of employer	Faculty of Pharmacy, Pharos University, Alexandria, Egypt
Period	Sep 2008 till Jun 2009
Occupation or position held	Teaching Assistant (Demonstrator)

Name and address of employer

Faculty of Pharmacy, Alexandria University, Alexandria, Egypt

Teaching Assistant
responsibilities

1. LECTURES/RECITATIONS

- *Attend all lectures/recitations for the purpose of being able to tutor students*
- *Facilitate recitations as assigned*
- *Complete the assigned homework problems/cases individually*
- *Assist in the photocopying and distribution of handout materials*
- *Prepare multimedia equipment or other audiovisual equipment for presentations at the start of a class; make sure equipment is turned off following class*
- *Collect, collate, and distribute sets of handouts and examinations*
- *Assist in distribution of instructor/course evaluations*

2. LABORATORIES

- *Inventory and order as needed supplies and equipment*
- *Receive ordered supplies, equipment; distribute or store*
- *Prepare laboratory for student use; clean-up following laboratory*
- *Prepare and monitor laboratories*
- *Grade laboratory assignments as required (e.g., formulations, quizzes, tests, reports)*
- *Prepare and present pre-laboratory talks*

3. EXAMINATIONS

- *Proctor examinations*
- *Grade essays, math problems, etc.*
- *Prepare answer key after examination with the assistance of the course coordinator or other faculty member*
- *Carry scan sheets to computer center for electronic scoring (multiple choice questions)*
- *Alphabetize student answer sheets and return to students*
- *Tally scores*
- *Keep records of examinations, quiz, laboratory grades*

4. ASSIST STUDENTS

- *Maintain office hours at times not in conflict with students' schedules*
- *Tutor students as needed*

5. OTHER

- *Meet with faculty advisor on a regular basis*
- *Perform other duties as assigned*

Courses

1. Medical Translation and basics of proofreading Course
2. English Conversation Level 4&5.(At the Military of Defense Language Institute).
3. English advanced Conversation. (At the Military of Defense Language Institute).
4. ICDL course at Axon center (From1/10/2008 to 30/11/2008).
5. Academic advising course (at Pharos university)

Personal skills and competences

Mother tongue(s)

Arabic

Other language(s)

*Self-assessment level***English**

Understanding		Speaking		Writing
Listening	Reading	Spoken interaction	Spoken production	
Excellent	Excellent	Excellent	Excellent	Excellent

Social skills and competences

1. Good command of the Internet Browsing.
2. Very good knowledge of MS application.

Social activities:

1. Member of General Syndicate pharmacist 117087.
2. Member of Alexandria Syndicate pharmacist 117087.

Technical skills and competences

Key Skills/Knowledge

1. Good presentation skills.
2. aware of the credit hours system at collage.
3. aware of the academic advising at collage.
4. Ability to learn more.
5. Responsible, honest, self-motivated and very ambitious.
6. Very good verbal and written communication skills.
7. Ability to work under pressure as well as group and team work.
8. Good leadership character.

Training

July-August 2006 / 2007

Amr Pharmacy.

July 2007

Pharco pharmaceutical company.

February 2009

Pharco pharmaceutical company in the Research and Development Department.

April 2009

Amyria pharmaceutical company in the Quality Control Department.

May 2009

The European pharmaceutical company in the Quality Control Department

Hobbies

Internet (searching for a new information), reading, swimming, Squash

References

1. Faculty of pharmacy, pharos university (tel 03 3877000)
2. Department of pharmaceutics, faculty of pharmacy, Alexandria university (tel 03 487 1315)
3. Abd EL Aziz Mashaly (Manager of Amr Pharmacy tel: 03 544 6945).
4. Dr. Hossam ELzarka (Manager of Hossam ELzarka Pharmacy tel. 03 544 6246)
5. El ramel pediatric hospital.