

First Last
Hazelwood, MO
firstlast@siue.edu
555-555-1234

Education

Southern Illinois University Edwardsville (SIUE)
School of Pharmacy
Pre-Pharmacy, Doctor of Pharmacy (PharmD)
GPA: 3.75

Edwardsville, IL
Expected: May 2024

Professional Pharmacy Experience

Pharmacy Technician
Wright Pharmacy

May 2020 – Present
Spanish Lake, MO

- Verified prescription refill requests with high level of accuracy.
- Maintained proper storage and security conditions for drugs.
- Filled bottles with prescribed medications.
- Priced and documented filled prescriptions.
- Assisted customers with questions about their medication.
- Processed insurance payments and called insurance companies for non-payment discrepancies.
- Contacted physicians regarding prescription scripts.

Other Experience

Chemistry Lab Assistant
SIUE Chemistry Department

August 2020 – May 2021
Edwardsville, IL

- Maintained laboratory equipment and cleaned work areas.
- Ordered and stocked chemicals and supplies as instructed by Office Manager.
- Entered inventory data into Microsoft Excel spreadsheet and uploaded to Microsoft Teams.
- Tracked all lab invoices and reconciled as needed.

Honors and Activities

Cougar Pride Scholarship (6 semesters)
Dean's List (6 semesters)
SIUE Student Leadership Development Program (2020 - Present)
SIUE Pre-Pharmacy Association (2020 - Present)

Skills

Microsoft Office (Word, PowerPoint, Excel, Outlook, Teams)
Zoom
Express Script Prescription Management Database

Volunteer Experience

Madison County COVID-19 Vaccine Clinic, Spring 2021 – 60 hours
Anderson Hospital Hospice Program, Summer 2020 – 120 hours