

Applied For: **IT Executive (Sylhet)**

Last Updated : **May 21, 2018**

## **FARJANA RAHMAN**

Address: Glorious Jobaida, 113-114 West Shewrapara, Mirpur , Dhaka-1216  
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### **Career Objective:**

I have been working in the pharmaceutical industry in different divisions. Currently working to learn more about this industry and how to be an effective, target orientated marketer.

### **Employment History:**

**Total Year of Experience : 3.2 Year(s)**

#### **1. Executive ( November 5, 2016 - Continuing)**

##### **Genvio Pharma Limited**

Company Location : Bridhara

Department: Core Strategic Management

##### **Duties/Responsibilities:**

Developing marketing strategies, coordinate and monitor its implementation to achieve the set business growth.

- Preparing budget, analyzing sales, identifying target market and segments, competitor's activities analysis, monitoring sales activities, conducting monthly sales meeting etc.
- Preparing monthly action plan in light of yearly marketing plan of assigned products and developing training manuals and packaging and promotional materials.
- Coordinating with Medical Affairs Department to conduct Seminar, Clinical Meeting.
- To prepare training manuals of new products as well as existing products and train-up the (Market promotion officer) MPOs.
- Communicating with Commercial, Planning & Procurement, Distribution and other relevant departments for smooth supply of Raw Materials, Packaging Materials, Promotional Materials and Finished Products.
- To meet with potential doctors over the country and exchange ideas to obtain feedback on the movement of products.
- Coordinating with Medical Affairs Department to conduct Seminar, Clinical Meeting.
- To organize scientific seminars/conference, attending the clinical meeting and roundtable discussion with potential Key Opinion Leaders (KOLs).
- Analyzing brand and portfolio performance (monthly, quarterly and yearly), interpreting the situation and taking necessary actions accordingly.
- Worked with sales team regarding sales performance analysis, chemist coverage operating, and sales automation software management Work on product planning and inventory control.
- Prepared and reviewing yearly sales and promotional budget of assigned products.

## 2. **Executive ( August 4, 2015 - September 30, 2016)**

### **MedRx Life Science limited**

Company Location : Mirpur DOHS

Department: Business Development

#### **Duties/Responsibilities:**

1. Developing marketing strategies, producing innovative promotional materials, Preparing budget, analyzing sales, identifying a target market and segments, competitor's activities analysis, monitoring sales activities, conducting monthly sales meeting etc.
2. Working with sales team regarding sales performance analysis, chemist coverage operating, and sales automation software management
3. Monitoring and analyzing credit sales, special support to the doctors,
4. Relationship management with doctors, Maintaining applications & approvals, disbursement of committed support against approval, monitoring of sales and prescriptions, visiting and keeping regular communication with the doctor.
5. Following up the status of the imports, keeping the stock of imported RMs, opening LCs, coordinating customs clearance and related activities.
6. Work on product planning and inventory control.

#### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year
MS	Pharmaceutical Technology	The University of Asia Pacific	CGPA:3.72 out of 4	2015
B.Pharm	Pharmacy	Manarat International University	CGPA:3.97 out of 4	2013
HSC	Science	Gazipur Government Mohila College, Joydebpur, Gazipur	CGPA:5 out of 5	2008
SSC	Science	BARI High school	CGPA:5 out of 5	2006

#### **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
ISO9001:2008	SOP Maintain and Audit	MedRx Life Science Limited	Bangladesh	Head office	2015	3 Days
In-plant Training	15 days In-plant training at different unit of Warehouse, Quality Control and Quality Assurance Department, Microbiology Department, Production Department, R&D Department, Engineering Department, Effluent Treatment Plant.	Novartis (Bangladesh) Limited.	Bangladesh	Tongi, Dhaka	2013	15 days

#### **Career and Application Information:**

Looking For : Mid Level Job  
Available For : Full Time  
Expected Salary : Tk. 20,000  
Preferred Job Category : Medical/Pharma, Research/Consultancy  
Preferred District : Dhaka  
Preferred Organization Types : Multinational Companies, Pharmaceuticals, Chemical Industries, Research Organization

#### **Personal Details :**

Father's Name : Dr. Md. Abdur Rahman  
Mother's Name : Nasima Akther  
Date of Birth : January 2, 1991  
Gender : Female  
Marital Status : Single  
Nationality : Bangladeshi  
Religion : Islam  
Permanent Address : Glorious Jobaida, 113-114 West Shewrapara, Mirpur , Dhaka-1216  
Current Location : Dhaka

#### **Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Prof. Dr. Nurun Nahar Rahman	Prof. Dr. Choudhury Mahmood Hasan
Organization	: Manarat International University	Manarat International University
Designation	: Head, Department of Pharmacy	Vice-Chancellor
Address	:	
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Relation	: Academic	Academic