

# Zara Islam

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## Work Experience

Sunquest Pharmaceuticals Inc.  
150 Eileen Way  
Syosset, NY 11791

### **Pharmacy Technician (05/2013-02/2014)**

Use of Micro Merchant Systems, Billing third party insurances for compounds and arthritis injections, Making calls to patients to schedule deliveries, Verifying Pharmacy insurance, Prior Authorization management, Using excel to track progress of billing.

- Reason for leaving: Need dental experience.

Rite Aid Pharmacy  
391 S. Oyster Bay Rd  
Plainview, NY 11803

### **Certified Pharmacy Technician (03/2011-06/2012)**

• Insurance Company/Third Party Claims Processing, Prescription Processing, Efficiently Calculating Dosages and Dispensing Medications, Preparing Prescriptions for Approval by Pharmacist, Worked Alongside Licensed Pharmacist in a High-Volume Retail Setting

- Reason for leaving: Store Closed Down.

Rite Aid Pharmacy  
650 E Tremont Ave  
Bronx, NY 10457

### **Pharmacy Technician (08/2009-08/2010)**

• Insurance Company/Third Party Claims Processing, Prescription Processing, Efficiently Calculating Dosages and Dispensing Medications, Preparing Prescriptions for Approval by Pharmacist, Worked Alongside Licensed Pharmacist in a High-Volume Retail Setting

- Reason for leaving: Relocation

## Additional Skills

Scaling, Root Planning, Pit and fissure Sealants, Whitening, Impressions, X-rays, Oral Cancer Screening, Blood Pressure Screening, Periodontal Exam Screening, Arestin Placement, Administration of local anesthesia, Nitrous Oxide, Caries Detection, Flouride Application, Polishing (including Air Polishing), Oral hygiene instructions, CPR Certified, Dentimax, All iOS programs (advanced) Microsoft Word, Microsoft Excel, Powerpoint, Customer Service Experience, Responsible, Punctual, Team Player, Organization Skills, Fluent in Urdu, Hindi, and Conversational Spanish

## Education

Major: Dental Hygiene  
CUNY New York City College Of Technology  
300 Jay Street  
Brooklyn, NY 11230  
Dates attended: From 08/2010 – Present

## References

Sadaf Khan (Previous Supervisor)  
Phone: 1(718)466-0266  
Fax: 1(718)466-2171

Jae Lee (Previous Manager)  
Phone: 1 (347) 235-9166

