

# Curriculum Vitae Of

## Sheikh Mithila Afrin



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Registration No: A-4610

### PROFESSIONAL EXPERIENCE

<b>Professional Experience</b>	<ul style="list-style-type: none"><li>▪ <b>November 16, 2015 to till to date</b> <b>MedRx Life Science Ltd.</b> Brand Executive Brand Management Department (BMD)</li></ul>
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<b>Major Duties &amp; Responsibilities</b>	<ul style="list-style-type: none"><li>▪ <b>Portfolio:</b><ul style="list-style-type: none"><li>- Anti-ulcerant (<b>Esomeprazole</b>)</li><li>- Anti-histamine (<b>Fexofenadine</b>)</li><li>- NSAID (<b>Etoricoxib</b>)</li><li>- Vitamin &amp; Minerals (<b>Vitamin B-complex &amp; Zinc</b>)</li><li>- Anti-septic (<b>Povidone Iodine</b>)</li></ul></li><li>▪ Set up annual '<b>Budget</b>' for assigned products</li><li>▪ Preparing '<b>Rolling Forecast</b>' and Coordination with factory accordingly</li><li>▪ Coordination in '<b>Product Distribution</b>'</li><li>▪ Coordination with '<b>Sales Department</b>' in terms of<ul style="list-style-type: none"><li>- Target Distribution</li><li>- Doctor Honorarium</li></ul></li><li>▪ Proposal and Coordination of '<b>New product Launching</b>'</li><li>▪ Implementation and Monitoring of '<b>Strategic Plan</b>' of new products</li><li>▪ '<b>Promotional Planning</b>' and Coordination of -<ul style="list-style-type: none"><li>- Promo-material allocation</li><li>- Gift selection and allocation</li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>▪ Coordinating with '<b>Regulatory Affairs</b>' Department for new product Registration and Approval of promotional materials by Drug Administration</li> <li>▪ Coordination with '<b>Commercial Department</b>' for <ul style="list-style-type: none"> <li>– Raw materials</li> <li>– Printed materials</li> <li>– Packaging materials</li> <li>– Gift items</li> </ul> </li> <li>▪ Coordination '<b>Training Program</b>' for newly recruited FF</li> <li>▪ Analysis and Monitoring '<b>Product Wise Sales Performance</b>' of field forces</li> <li>▪ Coordination in preparing '<b>Action Plan</b>'</li> <li>▪ Attending '<b>Monthly Regional Sales Meeting</b>'</li> <li>▪ Communicate &amp; Visiting '<b>Core and Honorarium Doctors</b>' regularly</li> </ul>
<b>Operational Activities</b>	<ul style="list-style-type: none"> <li>▪ Coordination of '<b>Special Promotional Day</b>' for a particular product</li> </ul>

## A C A D E M I C   B A C K G R O U N D

<b>Master of Science</b>	<b>2014</b> Pharmaceutical Technology Pharmacy University of Asia Pacific <b>3.46</b> (Out of 4)
<b>Bachelor of Pharmacy</b>	<b>2012</b> Pharmacy Stamford University Bangladesh <b>3.05</b> (Out of 4)
<b>H.S.C</b>	<b>2008</b> Rajendrapur Cantonment Public College Science <b>4.10</b> (Out of 5)
<b>S.S.C</b>	<b>2006</b> Bhabanipur High School Science <b>4.19</b> (Out of 5)

<b>Professional &amp; Industrial Exposure</b>	<ul style="list-style-type: none"> <li>▪ <b>4-weeks</b> extensive <b>In-Plant Training</b> in Production, Quality Control, Quality Assurance, Warehouse, and Engineering at <b>Drug International Ltd.</b></li> </ul>
<b>Computer Literacy</b>	<ul style="list-style-type: none"> <li>▪ MS Word</li> <li>▪ Excel</li> <li>▪ Power Point</li> </ul>
<b>Language Proficiency</b>	<ul style="list-style-type: none"> <li>▪ Bangla: Native Language</li> <li>▪ English: Fluent in speaking, reading &amp; writing</li> </ul>

## R E S E A R C H   E X P E R I E N C E

<b>Research Experience</b>	<ul style="list-style-type: none"> <li>▪ <i>Mucoadhesive</i> Drug Delivery System. (In M.S. Pharm. Tech.)</li> <li>▪ Study of Comparative Price of Different Brands of <i>Autacoid</i> Drugs and its Benefit &amp; Treatment. [In B. Pharm (Hons.)]</li> </ul>
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## E X T R A C U R R I C U L A R   A C T I V I T Y

<b>Award</b>	<ul style="list-style-type: none"> <li>▪ Certified from Stamford University Bangladesh for participating in the <b>Seminar &amp; Pharma Exhibition-2010</b></li> <li>▪ Organizing member in Freshmen Orientation, Annual Study Tour, River Cruise, Blood Donating Program etc.</li> </ul>
<b>Other Activities</b>	

## P E R S O N A L   D E T A I L S

<b>Father's Name</b>	<b>Abdul Matin Sheikh</b>
<b>Mather's Name</b>	<b>Sheikh Nazma Nasrin</b>
<b>Permanent Address</b>	<b>Vill: Bhabanipur, P/O: Bhabanipur, P/S: Gazipur Sadar, Dist.: Gazipur</b>
<b>Date of Birth</b>	<b>February 1, 1991</b>
<b>Marital Status</b>	<b>Single</b>
<b>Blood Group</b>	<b>"B" Positive</b>
<b>Religion</b>	<b>Islam</b>
<b>Nationality</b>	<b>Bangladeshi</b>

## **P E R S O N A L I N T E R E S T**

Listening Music

Gardening

Reading books

Traveling

## **R E F E R R E N C E S**

### **Dr. Mohiuddin Ahmed Bhuiyan**

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### **Md. Khairul Anam**

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## **D E C L A R A T I O N**

I declare that the above-mentioned information is true and correct to the best of my knowledge.



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**Sheikh Mithila Afrin**