



VISHAL GUPTA

Dispensing Officer

Contact Me

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Village- Mafi
Chhapauli ,Post-
Chhapauli, Police
Station -
Rudrapur, District
-Deoria, Pin Code
-274204,
Gorakhpur, Uttar
Pradesh India
Gorakhpur ,India

Birth Date

22/Sept/1999

Other Info

Skills

Skills & Abilities

- Inventory Management
- Materials Handling
- Safety Compliance
- Stock Replenishment
- Data Entry and Record Keeping
 - Proficiency with Inventory Software and Barcode Systems
- Effective Communication and Team Collaboration
- ERP Entries

Languages

Hindi, English

Others

Passport no-
R8884806
Date of issue-
26/03/2018
Date of expiry -
25/03/2028
Place of issue -
Lucknow (India)

<https://www.facebook.com/profile.php?id=100014331011924&mibextid=zbwkwl>

Summary

About Self

Dear sir /madam

- I am Vishal Gupta form Uttar Pradesh (India).
- I am 24 year old.
- About my qualification I completed my Bachelor of Commerce form Deen Dayal Upadhyay University gorakhpur.
- About my schooling, I completed my 10th and 12th form UP BOARD .
- I had been associated for 2 years with my last company as a Dispensing checking officer.
- Along with my degree. I have completed a basic course in Diploma in computer application (DCA)/ Coarse of Computer concepts (CCC)/ Photoshop editing/ Microsoft word/Excel.

Education

Deendayal Upadhyaya University Gorakhpur

2018 - 2019

B.COM

UP Board

2014 - 2018

Intermediate

UP Board

2012 - 2014

High School

Experience

Oman Pharmaceutical Products Co. LLC

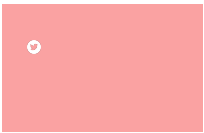
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DISPENSING OFFICER AT OMAN PHARMACEUTICALS PRODUCT CO.LLC FROM DEC 2022 TO TILL DATE

- Accurately dispensed raw materials and packing materials according to production work order.
- Calculation of API and Excipients without any error.
- Monitored stock levels and reported discrepancies or issues to the supervisor.
- Oversee inventory levels and perform regular stock checks to ensure adequate supply and prevent shortages.
- Implement and monitor inventory control systems, including barcode scanning and electronic tracking, to enhance accuracy and efficiency.
- Ensure proper storage and handling of materials to maintain quality and prevent damage.

- Conduct regular training for staff on proper handling techniques and safety procedures.
- Online documentation like log book BMR and equipment verification.

Projects



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