

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

London.

Dear Madam,

RE: PHARMACY PRE-REGISTRATION TRAINING 2007.

As per our telephone conversation today, I would like to apply for the position of a Pharmacy pre-registration trainee at Carters Chemist, beginning in summer 2007.

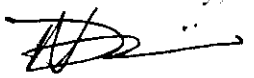
I am currently a fourth year student at the London School of Pharmacy, and am in search of a community-based organisation of good reputation that would be able to provide me with the necessary training that enables both professional as well as personal development, leading to a successful career as a competent Pharmacist.

With almost two year's work experience gained shadowing a community Pharmacist at Rohpharm Ltd., I have been able to identify personal objectives as far as my career in Pharmacy is concerned. I have come to believe that community pharmacy is the ideal Pharmacy sector in which I would like to work, hence my application to a successful community Pharmacy such as Carters Pharmacy.

Work at Rohpharm Pharmacy has made me appreciate the need to be dedicated to my work, and thus loyalty to the organisation that I work for. I have immensely enjoyed interacting with customers and patients, and have gained invaluable experience in exerting excellent customer and patient service, having furthered my communication skills. I have also acquired a mature and assiduous attitude that has made me take responsibility for my own learning, which I look forward to implementing throughout my pre-registration training year. Furthermore, I have also worked at a newsagent's, from where I was able to gain experience outside my chosen field of further studies, and appreciate the need for working as part of a team. During my pre-registration training year, I intend to build upon the skills and knowledge that I have gained so far, so as to be able to provide excellent patient care in line with the new Pharmacy Contract. Please find attached my CV as requested, for your further evaluation.

I would sincerely like to thank you for your time for the telephone conversation, and would wholeheartedly be grateful if you would look into my application. I hope to hearing from you soon. Thanking you,

Yours faithfully,

  
[REDACTED]

# CURRICULUM VITAE

Name: [REDACTED] Date of Birth: [REDACTED]  
Address: [REDACTED] Nationality: Kenyan  
[REDACTED] Gender: Male  
[REDACTED]  
Email: [REDACTED]  
Telephone: [REDACTED]  
Mobile: [REDACTED]

A dedicated, hard working and motivated individual with a strong aptitude for achieving pre-set goals, currently seeking a role which will utilise my skills and knowledge, thus enabling further development both personally and professionally. I look forward to making a contribution and commitment to an organisation that would enable these aspirations.

### Key Skills

- Effective communication skills, ensuring understanding
- Patient and customer focused, with great emphasis placed upon service excellence
- Ability to plan, organise and prioritise
- Adaptable and flexible to new working environments and responsibilities
- Methodical approach with professional attitude
- Motivated and enthusiastic, hence a co-ordinator and mentor to others
- Excellent interpersonal skills, therefore a team player with ability to utilise own initiative
- Languages: English, [REDACTED]
- Completion of NPA credited Dispensary Assistant's course.

### Technical Skills

- Cagedim/NDC Pharmacy Manager software.
- MS Office: Word, Excel, PowerPoint, working knowledge of Access, Outlook; Outlook Express, Internet Explorer as well as all other browsers.
- Quickbooks Computer Accounting.

### Academic Qualifications:

- Oct, 2002 - Present      The School of Pharmacy, University of London.  
I am currently a fourth year student on the MPharm Course, which covers modules in the Pharmaceutical Sciences including: Chemistry, Biochemistry, Physiology, The Practice of Pharmacy, Pharmacognosy, Pharmacology, Pharmaceutics, Drug delivery, Microbiology, Toxicology and Therapeutics. Third year optional modules included: Drug Delivery and Targeting; and Pharmacology in Stress and Drug Toxicity. Project work involves Pharmaceutics.
- Jan - June, 2002      [REDACTED] Foundation Course.  
Mathematics (A), IT (A), Chemistry (C), Biology (A), Study Skills (B), Physics (C).
- 1998 - 2001      [REDACTED] High School - [REDACTED] Certificate of Secondary Education (K.C.S.E.)  
English Language and Literature (A), Mathematics (C), Accounts (C) Biology (A), Chemistry (B), Physics (B), Geography (C), Swahili Language and Literature (C).
- Aug, 2001      [REDACTED]  
Pass in Quickbooks Computer Accounting.