



# Jessa Mae F. Tanjusay

Pharmacy  
Graduate

## CONTACT ME

Block 30 Lot 12 Providence  
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09286820699

## EDUCATION

Elementary Diploma  
Inayuan Central Elementary School  
2012

Junior High and Senior High School Diploma  
Humanities and Social Sciences

St. Joseph High School Inayuan  
Cauayan Neg. Occ., Inc.  
2016 & 2018

Bachelor of Science in Pharmacy  
Colegio San Agustin - Bacolod  
2022

## SKILLS

- Writing emails
- Writing journals
- Canva
- Video and photo editing
- WPS Office
- Microsoft Office
- Customer service skills
- Communicating well in English
- Good in organizing
- Data entry skills
- A fast-learner

## WORK EXPERIENCE

Pharmacy Assistant March 2023 -  
January 2024

### **EZ-Meds Pharmacy**

A community retail pharmacy experience that allowed me to enhance my customer service and organizing skills. I helped in dispensing medicines with the Chief Pharmacist, organized the shelves, and clean the pharmacy before and after my shift.

Frontdesk/Receptionist January 2024 -  
April 2024

### **Nabulao Beach and Dive Resort**

As a receptionist, I was in-charge of bookings, check-ins and check-outs of the guests. Whenever they need something, we always make sure to give them the best service we could offer. We also make sure their stay is peaceful and comfortable.

## REFERENCES

### **Erika Benares**

Pharmacist

Phone: 09778391160

Email: erikabenares01@gmail.com

### **Kamille Andrea Ordinario**

Chief Pharmacist

Phone: 09177068213

Email: kamilleandrea@gmail.com