

Sana M.Tarif Maktabi

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Date of Birth: 18-12-1999

Nationality: Syrian

Marital Status: Single

Visa Status: Visa On Family Member, Mother

UAE driving license



❖ **Objective**

Looking forward to joining a company, in which I can have a position that fits my qualifications, meets my desires and ambitions. Looking to work in an innovative and challenging environment that will enhance and improve my skills and knowledge.

❖ **Education**

Fresh graduate in Medical Labs Sciences

University Of Sharjah, 2017-2021

❖ **Related Course work**

- 16 credits of core courses, including Biology, General Chemistry for HS, Human Anatomy and Physiology, Physics for HS.
- 30 credits of major courses, including Hematology I&II, Clinical Chemistry I&II, Blood Banking, Histopathology, Immunology and Serology, Diagnostic Microbiology
- 19 credits of minor courses, including Urinalysis & Body Fluids, Pathology, Clinical Parasitology, Biochemistry, Organic Chemistry, Molecular Genetics.
- Trained for a duration of (15 Weeks) in several hospitals, subjects I trained in are the following :
Microbiology – Clinical Chemistry – Hematology – Blood Banking – Immunology – Histopathology

❖ **Work Experience**

- Contacting both students and their families regarding to register the new students to the university
- Organizing events such as the MLS day and introducing the new students about the MLS major
- Receptionist, Mohammed Waseem Dental Clinic
-First disk receptionist in dental clinic to manage patient's appointments

summer 2016

- Receiving calls and working on Excel sheets
- Trainer, Al Qassimi Hospital **JAN to FEB 2021**
 - I had training for 3 weeks in Al Qassimi in microbiology lab.
- Trainer, University Hospital of Sharjah **FEB to MAY 2021**
 - I had training for 3 weeks in clinical chemistry, 2 weeks in histopathology, 3 weeks in hematology, 1 week in blood banking and 1 week in (BTRC)-blood transfusion and research center, and 1 week in Sharjah municipality for serology.

❖ **Extra-Curricular/Achievements**

- Certification in drawing blood in phlebotomy extra course, and in supervising of the summer camp
Fall 2020
- Certificate of Participation: 19th MEDLAB Congress 2020
March 2020

❖ **Personal Skills**

- Ability to teamwork.
- Ability to work under pressure.
- High typing speed English & Arabic.
- Ability to manage archives.
- Excellent interpersonal skills.
- Ability to solve problems.
- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint