

# Curriculum Vitae Europass

## Personal information

Name(s) / Surname(s) **Ana Filipa Vinhas Agostinho Matos**

## Work experience

Dates	From 18/01/2023 to the moment
Occupation or position held	Quality Assurance Trainee
Main activities and responsibilities	In-process control (IPC) of batches. Guarantee good manufacturing practices (GMPs) and standard operating procedures (SOPs) compliance. Maintain accurate and detailed records of quality control data and test results. Collaborate with cross-functional teams to identify and solve quality issues.
Name and address of employer	Hikma Pharmaceuticals, Sintra, Portugal
Type of business or sector	Pharmaceutical Industry
Dates	From 01/09/2022 to 31/10/2022
Occupation or position held	Hospital Pharmacy Intern
Main activities and responsibilities	Validation of medical prescriptions. Control the cycle of plasma substitutes, narcotics and psychotropic substances. Preparation of sterile and cytotoxic drugs. Identify and notify adverse reactions. Articulation with all hospital services.
Name and address of employer	Hospital CUF Descobertas, Lisbon, Portugal
Type of business or sector	Healthcare Sector
Dates	From 01/05/2022 to 31/08/2022
Occupation or position held	Community Pharmacy Intern
Main activities and responsibilities	Dispense of prescription medicines, OTCs, supplements and other health products. Provide due patient counselling. Measure health parameters and counselling the patients on the results. Actively participate in training actions aimed at the pharmacy.
Name and address of employer	Farmácia dos Navegantes, Lisbon, Portugal
Type of business or sector	Healthcare Sector
Dates	From 01/01/2022 to 30/03/2022
Occupation or position held	Research Internship
Main activities and responsibilities	Production and characterization of a 3D-bioprinted skin model to study the application in <i>in vitro</i> skin permeation studies as part of my master thesis.
Name and address of employer	i3S - Instituto de Investigação e Inovação em Saúde, Porto, Portugal

Type of business or sector	Academic research
Dates	From 19/07/2023 to 13/08/2021
Occupation or position held	Hospital Pharmacist Trainee
Main activities and responsibilities	Close contact with the "Dispensa de Medicamentos em Proximidade" program, a project initiated during the COVID-19 pandemic to simplify the provision of exclusive hospital medications by making them more accessible through community pharmacies, thereby reducing the likelihood of patients stopping their prescribed treatments;
Name and address of employer	Hospital Curry Cabral, Lisbon, Portugal
Type of business or sector	Healthcare Sector
Dates	From 01/03/2019 to 30/05/2019
Occupation or position held	Research Project Assistant
Main activities and responsibilities	Scientific project "Development of enzybiotics to fight antibiotic-resistant Gram-negative bacteria". Preparation of culture media. Filtration of pre-treated wastewater and performing electrophoresis assays.
Name and address of employer	1 <sup>st</sup> iMed.Call Program organized by the students association of Faculdade de Farmácia of Universidade de Lisboa, Lisbon, Portugal
Type of business or sector	Academic research
<b>Education and training</b>	
Dates	From 15/09/2017 to 05/12/2022
Title of qualification awarded	MSc in Pharmaceutical Sciences
Main subjects / occupational skills covered	Final dissertation: "New Insights in Permeability Studies: Bioprinted 3D Skin Models vs Biological Skin", supervised by Prof. Dr. Sandra Simões and co-supervised by Prof. Dr. Rúben Pereira. Final grade 19.  Optional Course Units: - Project II - Development and comparison of different production techniques of Drug Delivery Systems (e.g., liposomes and transethosomes); - Project III - Skin Studies of a Sustained Drug Delivery Based Formulation; - Cosmetics and Dermopharmacy - Cosmetics regulations and preparation of different topical formulations (e.g., ointment and cream).  The master provided a strong background to perform all the activities listed in the Pharmacy Act related to: - Medicinal products for human, veterinary and medical use, including design, development, manufacture, quality control, registration, selection, acquisition, storage, dispensing, information, use, monitoring and surveillance and pharmaceutical care; - Community-directed education in the field of Health Promotion.
Organisation providing education and training	Faculdade de Farmácia of Universidade de Lisboa, Lisbon, Portugal
Level in EQF or national classification	National classification: 15/20 values. ESCC grading scale: rank B.
Dates	From 11/03/2022 to 28/07/2022
Title of qualification awarded	Participant in the 2 <sup>nd</sup> Edition of Ulisses Course
Main subjects / occupational skills covered	An interdisciplinarity and international team collaboration for the development of a "real life" research project related with the sustainability of the oceans.
Organisation providing education and training	Universidade de Lisboa, Lisbon, Portugal
Level in EQF or national classification	Final grade: A. Number of ECTs: 6.

**Personal skills**

Mother tongue(s)

**Portuguese**

Foreign language(s)

Self-assessment

*European level (\*)***English**

Understanding		Speaking		Writing	
Listening	Reading	Spoken interaction	Spoken production		
C2	C1	B2	B2	B2	

(\*) [Common European Framework of Reference for Languages](#)

Communication skills

- Verbal communication and active listening abilities were honed while serving as a representative of course units, including pharmacokinetics and biopharmaceutics, pharmaceutical chemistry I, and biochemistry I;
- Interpersonal skills were developed during my different internships, where building strong and trustworthy relationships with colleagues and patients was a key aspect for a higher success rate.

Organisational / managerial skills

- As a member of the training and workshops department at Associação Move-te Mais, I enhanced my planning and coordination capacity by taking responsibility of organizing several trainings and talks aimed at promoting health literacy;
- In my current job, my time management and adaptability skills have been getting sharper by overseeing and monitoring three production lines, ensuring compliance with standard operating procedures, and maintaining accurate records throughout the batch production process;
- My problem-solving capacity has continued to grow through the challenges encountered in my life, especially during the research conducted for my master's thesis, where I successfully addressed numerous setbacks and obstacles.

Job-related skills

- Aseptic technique and quality assurance knowledge acquired in my current job;
- Cell culture and 3D bioprinting techniques learnt in the research developed in i3S for my final dissertation;
- Comprehensive expertise in the production and characterization methods of lipid-based drug delivery systems gained in the work developed for Project II;
- Research and scientific writing capacities developed during my master thesis and optional course units Project II and Project III;

Other skills

- Proficient knowledge in Microsoft Office for presentations, writing and data analysis.

Driving licence

Cars: B1, B.