

Curriculum Vitae

Personal information **Alenka Zupan**

Work experience

JAZMP – Pharmaceutical Inspection Division

September 2025 – present

JAZMP – Sector for Regulation of Medicines for Human Use with Special Authorization

April 2016 – August 2025

Issuing permits for import of unregistered medicines

Handling applications for herbal and traditional medicines

National and EU procedures for marketing authorization

JAZMP – Pharmaceutical Supervision / Inspection

December 2012 – June 2013

Conducted inspections on clinical practice, blood/tissue/cell supply, pharmacovigilance

Participated in CATIE training in Rome (June 2013)

Oversaw administrative offense inspections

JAZMP – Department for Expert Opinions on Drug Quality

January 2012 – November 2012

Assessed variations (type IB and II) and full quality documentation (Module 3)

Passed Administrative Procedure Act exam

AstraZeneca UK Ltd – Medical Representative for Cardiology

January 2009 – December 2009

Visited GPs and cardiologists in hospitals and private clinics

Participated in communication and personal development workshops

Attended national cardiology congresses

Eli Lilly d.o.o. – Pharmaceutical Representative for Psychiatry

November 2007 – December 2008

Promoted psychiatric medications (Zyprexa, Cymbalta, Strattera)

Attended international sales and communication workshops

Participated in psychiatric congresses in Croatia, Spain, and Slovenia

Gorenjske Lekarne – Pharmacy Internship

June 2007 – November 2007

Worked in central pharmacy in Kranj and other branches

Gained hands-on experience with Slovenian pharmaceutical products

Passed Pharmacist Professional Exam (November 2007)

Professional Practice – Mainz, Germany

March 2006

Advised clients and delivered medicines to nursing homes

Strengthened German language proficiency

Student Work Experience

NutriLab Health Food Store, Ljubljana (2004–2007) Promoted and sold dietary supplements across Slovenia.

Medex Health Food Store, Ljubljana (2004–2005) Provided customer consultations and product promotions.

Vichy Cosmetics (2005) Promoted and sold pharmacy-exclusive cosmetic products across Slovenia.

Kemofarmacija Wholesale Drugstore, Ljubljana (2002–2003) Labeled medicines and processed hospital/pharmacy orders.

Education and training

Master of Pharmacy, University of Ljubljana, Faculty of Pharmacy (2001–2007)

Secondary School Graduate, Kranj high school (1997–2001)

Professional Exams:

Inspector Certification (2013)

Pharmaceutical Inspector Certification (2013)

Administrative Procedure Act Certification (2012)

Pharmacist Professional Exam (2007)

Training & Conferences:

CATIE – Inspector Training for Blood Establishments (European Commission)

Parallel Trade & Management Strategies (SMI Group)

World Pharma Pricing & Market Access (Health Network Communications Ltd)

DIA EuroMeeting – Development, Innovation, Access & Patient Safety

ExpertFORUM Labelling (FORUM Heidelberg)

Orphan Drugs & Rare Diseases (SMI Group)

Off-Label Use in Europe (FORUM Heidelberg)

NCA online training on herbal and traditional medicines

Additional Skills:

MS Office tools

SPSS

Modern conferencing and instant messaging applications

Internet browsers

Electronic office management – JAZMP EPP system

Additional information

Publications

Projects

Memberships

Other Relevant Information