

# Moneli Shahidi

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## SUMMARY

With over 6 years of experience, I specialize in analytical chemistry, quality control (QC), quality assurance (QA), and laboratory skills. My focus includes standardizing test methods, operating analytical instruments (such as GC, AAS, FT-IR, and UV-vis), and actively sharing knowledge with colleagues. I am well-versed in ISO/IEC 17025 requirements and documentation. Known for strategic problem-solving and the ability to anticipate and effectively respond to potential incidents. Committed to performing tasks accurately and on time by attention to detail. Experience working in fast-paced environments such as quality control laboratories. Now, I seek opportunities to contribute my skills to drive success and growth in a challenging role.

## TECHNICAL SKILLS

- **Analytical instruments; GC, AAS, FT-IR, UV-vis, XRF, Potentiometer**
- **Laboratory Skills, Test Procedures, Quality control**
- **Skilled in ISO/IEC 17025 and Familiar with GLP and GMP**
- **Audit Procedures**
- **Software: Minitab, Design-Expert**
- **Computer skills: Office word, excel, power point**

## EXPERIENCE

**Pars Lian Arvand – Laboratory Technician** | Iran | April 2018 – March 2024

My mission has been to drive excellence in laboratory practices, ensuring precision, quality, and customer satisfaction. Here's a glimpse of my journey:

- Conducted sampling, testing and analyzing data in accordance to national and international standards.
- Conducted comprehensive testing and analysis of raw materials and finished products using analytical instruments, including GC, AAS, FT-IR, UV-Vis, XRF and various wet chemistry techniques.
- Developed Standard Operating Procedures (SOPs) and technical guidelines aligned with the ISO/IEC 17025 and other updated international Standards such as; ASTMs and ISOs standards, enhancing laboratory protocols and procedures.
- Ensured accurate test results using quality assurance methods, such as; Repeatability and reproducibility studies, Use of Certified Reference Materials (CRMs), Skill proficiency testing, Participation in inter-laboratory comparisons.
- Contributed to the implementation of new testing equipment and participated in research and development projects, resulted in 30% increased customers and samples according to the report of the financial department.
- Maintained and calibrated analytical instruments based on internal and external calibration schedules.
- Conducted internal audits to ensure that the laboratory system aligns with the requirements of the accreditation certificate, while also promptly identifying any anomalies, resulted in successfully obtain ISO/IEC 17025 accreditation certification from the Iranian accreditation body.
- Ensured adherence to safety principles in the laboratory and compliance with MSDS guidelines for chemical materials.
- Adhered to Laboratory Procedures and Standards to executed tests in accordance with laboratory protocols and recognized standards
- Worked closely with team members to consistently meet and deliver tasks within designated time frames.

## EDUCATION

**Amirkabir University of Technology - Master**

Master's Degree in Analytical Chemistry