

Mrs. MRUDULA KOLTE-MOMIN

Study Director, Analytical Chemistry, sa-FORD

M. Sc. Bioanalytical Sciences,

B. Sc. Chemistry,

Bioinformatics, Certificate Course, UGC Sponsored



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| Residential Address: | C-2, Enayat Nagar Chawl, Gaon devi road, Near Sachdev complex (West), Bhandup – 400078, Maharashtra, India |
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Career Objective

I would like to improve and expand my knowledge, which I got from my previous industrial experience. I am looking forward to work at new organization to use my skills, prove to be productive and to be an asset at the same.

Educational Qualification

| Degree | School / College | Board / University | Grade / Percentage | Year |
|--------|---|-------------------------|--------------------|------|
| M.Sc. | B. K. Birla college of Arts, Science and Commerce, Kalyan | Mumbai University | A | 2017 |
| B.Sc. | B. K. Birla college of Arts, Science and Commerce, Kalyan | Mumbai University | A | 2015 |
| H.S.C. | Mahatma Gandhi College, Ambarnath | Mumbai Divisional Board | 74.51 % | 2012 |
| S.S.C. | Adarsha Vidya Mandir, Badlapur | Mumbai Divisional Board | 85.64 % | 2010 |

Experience

- 4 Years and 5 months, Study Director, Analytical Chemistry Department, sa-Ford, Taloja, Maharashtra.
- 2 Months, Officer (ADL department), Zenvision Pharma LLP, TTC industrial area, Mahape, Maharashtra.

Internship

- **D. K. Pharmachem Pvt. Ltd., Badlapur**
- **Duration:** 2 months
Responsibilities: Assisting in Testing and Quality Control of R & D samples, API RMs and FPPs, Documentation in Quality Assurance.

Job Description

- Following and maintaining Good Laboratory Practices (GLP) in Analytical Chemistry Department.
- Performing Active Ingredient analysis, Dose Formulation analysis (Stability, Homogeneity and active content determination) and Physical-Chemical Studies.
- Analysis on High Performance Liquid Chromatography (HPLC), Preparing Sample solutions for analysis under Quality Assurance Audit.
- Planning, Performing, Documenting, Reporting and Archiving Raw data file and Electronic data.

- Preparation of Study Plans, Study Reports and GLP Certificate of Analysis (CoA).
- Preparation and revision of Standard Operating Procedures (SOPs).
- Validation of HPLC (Performance Qualification) Microsoft Excel Sheets.
- Maintenance of Devices and Calibrations.
- Devices and Chemical usage Logbook maintainance and Material Indenting (using ERP Software).

Instruments Handled

| Instrument | Make | Model | Software |
|---------------------------|---------------------|--|--------------------------|
| HPLC | Shimadzu | LC-2010C _{HT} | Lab Solution DB Software |
| HPLC | Shimadzu | Prominence – i series LC-2030C 3D Plus | Lab Solution DB Software |
| HPLC | Dionex | Ultimate 3000 | Chromeleon |
| HPLC | Agilent UHPLC | 1290 infinity series | Agilent Open Lab |
| HPLC | Agilent 1200 | 1200 series | Agilent Open Lab |
| pH meter | Lab India | - | - |
| Vapour Pressure Apparatus | Culture Instruments | - | - |
| UV Spectrophotometer | Perkin Elmer | - | - |
| MP / BP Apparatus | Lab India | - | - |

Studies Performed

- Method Validation and Method Development on HPLC
- Determination of Active ingredient Content by Titrimetric Methods
- Determination of Active Ingredient content in Dose Sample of Toxicology test samples
- Determination of Active Ingredient content in Dose Sample of Ecotoxicology on UV-Spec
- Physical-Chemical studies etc.

Certificate Course

- One year UGC sponsored Career oriented Add On certificate course in Bioinformatics (2012-2013), **Grade: A**

Extra- Curricular Activities

- Poster Competition *JIGYASA 2017* held under Star scheme, *DBT- Govt. Of India*, Organised by KC College, Mumbai. (Topic- An Evaluation for Quality Control Parameters for *Phalatrikadikwatha*); Year 2017.
- Participated in ‘Cinefest-2016’ with Short Film ‘Chaotic Drugs’ organized by Biotechnology DPT; Year 2016.
- Writer of *Mistakenly Matched* (On-going) and *The Soul Swap* (On-going) Romance Novels, on *Wattpad Application*.

Personal Profile

- Date of Birth : 22.06.1995
- Husband’s Name : Mr. Shaheem Momin
- Hobbies : Reading, Singing, Writing
- Language Proficiency : English, Marathi, Hindi
- Soft Skills : Quick learning, Maintain Professional Relationship, Good listening

Date:

Place: Bhandup, Maharashtra.

(Mrudula Kolte-Momin)