

CURRICULAMVITAE

Dr. Manju Bala

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Objective:

Seeking a challenging role in an industry; utilizing my qualification and 4+ years of experience.
Committed to delivering exceptional expertise to drive organizational success and contribute to specific objectives

Summary of Qualifications:

Experienced in graduate-level education, strong knowledge of biology principles, adept at course development, research support, and inspiring students. Proficient in research methodologies, lab management, data analysis, interdisciplinary collaboration, and safety protocols. Project management expertise, excellent written and oral communication, and proficient in MS Office tools for data analysis and presentation.

Experience:

Government Project lecturer (6 months)

October 2021 to March 2022

Samagra Shiksha scheme of GoI, Gopinath classes, Silvassa, DNH

- Effectively communicated curriculum objectives to students, ensuring clarity and understanding of the educational goals.
- Prepared students for competitive exams and board-level education, prioritizing the establishment of a strong foundation of knowledge and conceptual understanding to enhance their chances of success.
- Provided personalized mentoring to students on an individual basis, identifying areas of improvement and implementing strategies to enhance their test scores.
- Conducted monthly meetings with parents, offering comprehensive discussions on student issues and progress to foster a collaborative and supportive learning environment.
- Demonstrated exceptional leadership skills by effectively managing grade groups, facilitating academic success through effective coordination and guidance.

Assistant Professor& lab Incharge (3 year)**August 2016 to June 2019****Dept. of Biotechnology, Jaipur National University, Jaipur, Rajasthan**

- Successfully delivered comprehensive lectures to undergraduate students on a wide range of subjects including Cell Biology, Molecular Biology, Developmental Biology, Biochemistry, Plant Biotechnology, Animal Biotechnology and many more.
- Lab Incharge responsibilities for smooth laboratory operations.
- Ensured lab safety and compliance, implemented quality control. Managed budgets, optimized procurement, and maintained accurate records.
- Collaborated with research teams, procuring specialized equipment and materials.
- Provided guidance to students during laboratory experiments, ensuring adherence to protocols and managed research facilities.
- Developed and administered student examinations, meticulously grading and recording scores and attendance records.
- Offered valuable letters of recommendation and referrals to students pursuing further academic programs.
- Demonstrated commitment to curriculum development and enhancement, actively participating in the design and revision of course materials.
- Organized and facilitated science-related workshops and conferences, fostering professional growth within the academic community.
- Exhibited professionalism and maintained ethical standards at all times.
- Actively served on academic and administrative committees as assigned, contributing to the overall functioning of the department.
- Worked collaboratively as part of a counseling team and assumed the role of Officer-in-Charge for cultural programs.

Science Teacher (1 year)**September 2014 to August 2015****Warren Academy School, Jaipur, Rajasthan**

- Took personal responsibility for the academic progress of each student, providing individualized attention and support to ensure their growth and success.
- Employed multimedia approaches in classroom instruction to engage and cater to the diverse learning needs of students.
- Developed high-quality biology lessons, incorporating hands-on lab activities to promote active learning and practical application of concepts.

- Maintained comprehensive documentation of syllabi, lesson plans, assignments, and other instructional materials to ensure organized and effective teaching delivery.
- Prepared schedules for lectures and practical sessions, optimizing time management and ensuring efficient coverage of course content.
- Organized and supervised the biology lab, creating a conducive learning environment for students and promoting safety protocols.
- Took charge of overseeing the annual science fair, facilitating student participation and showcasing their scientific projects and achievements.

Academic Profile:

- **ICAR-NET**(Agricultural Biotechnology) qualified in 2018 (1140101264)
- **PhD** in Science from Suresh Gyan Vihar University, Jaipur, Rajasthan
- **THREE TIMES** qualified **CSIR-NET** (Life science) in 2014, 2015, 2016 (Roll No. 315830, 313515, 311352) with appreciable rank
- **GATE** (Graduate Aptitude test in Engineering) exam is qualified
- **M.Sc. in Biotechnology** from Mahatma Gandhi Institute of Applied Sciences, Jaipur (**Rajasthan University**) in 2013.
Percentage – 71.22%
- **B.Sc. (Biotechnology, Zoology and Chemistry)** from International College for Girls, Jaipur (**Rajasthan University**) in 2011. Percentage – 74.09%.
- **Diploma in FSQC** (Food science and quality control) from International College for Girls, Jaipur (**Rajasthan University**) in 2010. Percentage – 72%
- **XII** from CBSE Board, M.R.M Public School, Suratgarh, Sriganganagar, Rajasthan in 2008.
Percentage – 67.6%
- **X** from Punjab Board, GOVT.SR.SEC. School, Fazilka, Punjab in 2006.
Percentage – 70.15%

Training:

- Finding the novel drug target through microarray data analysis using systems biology approach [Under the Guidance of Er. Mayank Raj Bhardwaj, CEO, Rapture Biotech pvt. Ltd., Agra, India
- One month training from Globus Industries & Services Ltd. (FORMERLY: SURAJ SOLVENT & VANASPATI INDUSTRIES LTD.), Fazilka, Punjab

Conference/Seminar Attended:

- **Presented Research Paper** entitled “Assessment of Cd, Cr, Cu, Ni, Pb and Zn in Excreta of Blue Rock Pigeon from different industrial regions of Jaipur” in National Conference of on Environmental Challenges for “New India” held at Dr. Bhim Rao Ambedkar College, University of Delhi, Delhi (2nd-3rd June, 2018), India.
- **Presented Research Paper** entitled “Excreta as a Bioindicator of Heavy Metal Contamination in Wild Birds” in International conference of UPE Study of Ecology And Economy on Environmental Impact of Biodiversity, Sustainability and Quality Of Life held at University of Rajasthan, Jaipur (16th-18th Feb. 2017), India.
- **Poster Presentation** at National Conference on “Current Research and Innovations in Biotechnology, Nanotechnology and Environmental Science; CRIBNE-2018” on 23rd-24th March., 2018 held at Suresh Gyan Vihar University, Jaipur, Rajasthan, India. Title of the poster: Analysis of heavy Metal Contamination in Industrial Regions of Jaipur.
- **Poster Presentation** at National Conference on “Environmental Impact on Health and its Management: Eco-Friendly Strategies and XXVII All India Congress of Zoology” on 8th-10thFeb., 2016 organized by University of Rajasthan in collaboration with Zoological Society of India, Gaya-823001. Title of the poster: A Review on Bioindicator Organisms and Impact of Heavy Metals on Overall Ecosystem.
- Attended “International conference on agro-biodiversity and their impact on global challenges; BICON-13 on 23rd September 2013 at Biyani group of colleges, Jaipur, India
- A seminar on “Bacterial cell wall” Under the guidance of Dr. Anima Sharma at Mahatma Gandhi Institute of Applied Science, Jaipur.
- A seminar on “Cell transformation” Under the guidance of Dr. Ruchi Seth at Mahatma Gandhi Institute of Applied Science, Jaipur.

Research Publications:

- Bala M, Sharma A, Sharma G (2022) Comparative Heavy Metal Profiling of Industrial and Rural areas: Using Bird’s Fecal pellets as Biomonitor. International Journal of Environment Science and Technology 8(1) under publication
- Bala M, Sharma A, Sharma G (2021) Annual and Spatial variation of Heavy Metals in Industrial Environment of India. Nature Environment and Pollution Technology 20(5): 1873-1879

- Bala M, Sharma A, Sharma G (2020) Assessment of heavy metals in faecal pellets of blue rock pigeon from rural and industrial environment in India. Environmental Science and Pollution Research 27: 43646-43655
- Bala M, Sharma A, Sharma G (2017) Assessment of Heavy Metal Residues in Excreta of Blue Rock Pigeon in Jaipur, Rajasthan. International Journal of Advanced Research (IJAR) 5(9): 983-988.
- Bala M, Sharma A, Sharma G (2017) Blue Rock Pigeon (*Columba livia*) as Bioindicator of Heavy Metal Pollution in Industrial Ambient Air. International Journal of Innovative Research in Science, Engineering and Technology (IJIRSET) 6(9):18634-18639

References:

- **Dr. Aman Verma**
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- **Dr. Dheera Sanadhya**
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- **Assoc. Prof. Asha Sharma**
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