

# GAURANG SAWANT

Phone: (M) +91 9167310588

Address: Mumbai, India

Email: [sawant.gaurang10@gmail.com](mailto:sawant.gaurang10@gmail.com)

LinkedIn: <https://www.linkedin.com/in/gaurang-sawant-74v/>



*Seeking a challenging and rewarding opportunity in the multi-disciplinary profession that is more in line with my professional background and that effectively utilizes my excellent skills and experience*

## CAREER SUMMARY

Dedicated and result-oriented professional offering experience in the field of **Healthcare Sector** with proven expertise in **Documentation and Document Reviewing** combining expert process knowledge, communication skills and multitasking capabilities to positively contribute to organizational growth.

*Pharmacovigilance  
Documentation  
Document Reviewing  
Quality Assurance  
Clinical Research*

*Regulatory Affairs  
Medical Writing  
Drug Regulatory Affairs  
Project Management  
Report Preparation*

*Data Analysis  
Business Solutions  
Problem Solving  
Decision Making*

## PROFILE AT A GLANCE

- ❑ Research Aptitude backed with flair for information mining and analytical mindset to present information to enable critical decision making
- ❑ Well updated on changes, research and advances with sound know-how of technologies
- ❑ Extensive industry knowledge; keen client needs assessment aptitude; client focused approach that fosters trust and allegiance; highly trustworthy, ethical and discreet
- ❑ A strategic planner with expertise in implementing cost saving measures to achieve reduction in overall maintenance and running costs
- ❑ A proactive learner with a flair for adopting emerging trends & addressing industry requirements to achieve organizational objectives & quality norms

## ACADEMIA

**Master in Pharmacy (Pharmaceutics)** from H.K. College of Pharmacy, University of Mumbai in 2021 with 7.71/10

**Bachelor in Pharmacy** from H.K. College of Pharmacy, University of Mumbai in 2019 with 7.46/10

**12<sup>th</sup>** from Maharashtra State Board in 2015 with 65%

## COMPUTER SKILLS

- ❑ LinkedIn Essential Word
- ❑ LinkedIn Essential PowerPoint
- ❑ LinkedIn Essential Excel
- ❑ LinkedIn Critical Thinking and Problem Solving
- ❑ Microsoft Office (Beginner)

---

---

## **WORK EXPERIENCE**

**ABBOTT, Mumbai**  
**Corporate Quality Assurance Intern**

**(May'23 – Jul'23)**

**Key Deliverables:**

- ▣ Successfully drafted 1 annual trend report
- ▣ Drafted 15+ documents thus saving time and helping make site inspection ready for audit
- ▣ Efficiently reviewed 15+ documents
- ▣ Mentored 4+ STEM students and 1 intern
- ▣ Got appreciated along with the team of 3 other interns for PowerPoint presentation in the APAC Intern Hackathon Challenge which saw over 30+ interns participating from the APAC region for creating a more engaging STEM website

**ALLURE MEDSPA, Mumbai**  
**Medical Content Writer**

**(Jul'22 – Apr'23)**

**Key Deliverables:**

- ▣ Researched and created 20+ web content and blogs for the website
- ▣ Ensured proofreading of medical content/blogs before submission for uploading
- ▣ Performed editing of medical content/blogs before submission
- ▣ Handled work of receptionist as needed

**GS MEDICAL COLLEGE AND KEM HOSPITAL, Mumbai**  
**Summer Intern**

**(May'18 – Jun'18)**

**Key Deliverables:**

- ▣ Documented adverse drug reactions and formed a report of the same in the pharmacovigilance department
- ▣ Formulated stock solutions used for the analysis of blood samples of patients to test SGPT /SGOT and other parameters in the biochemistry department.
- ▣ Observed a demo of how instruments like LCMS and gel
- ▣ Drafted ADR Reports and Patient Forms
- ▣ Involved in data entry of Patient Data

---

---

## **PERSONAL PROFILE**

Languages Known: English, Hindi & Marathi  
Location Preference: Mumbai Metropolitan Region