



SANJANA

CONTACT

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SKILLS

- research
- Qualitative research
- Academic report writing
- Research paper publication
- Reporting standards
- Field research
- Methodological research
- Documentation abilities
- Business process management
- Working autonomously
- Effective communication skills
- Critical thinking
- Excellent organisation
- Discussion facilitation
- Business industry standards
- Inventory assessments
- Research project coordination
- Conducting MARKETING analysis

Results-focused and proactive in planning day-to-day operations and solving service issues. Offers advanced abilities in tackling issues impacting team and business success. Excels at managing team and personal time to consistently exceed expectations. Astute research and development professional with extensive experience leading product and process innovation. Plans and coordinates staff and resources tactically to achieve project targets. Demonstrates quick, critical thinking to form practical, reliable research outcomes. Hardworking Research Assistant with experience across the university, health, and social care projects. Skilled in various research and analysis methods to provide adaptable support. Communicates and collaborates well for improved team achievement.

EXPERIENCE

Research Associate

seminal applied sciences pvt ltd. - Jaipur

- 04/2021 - 06/2023
 - Coordinated research projects to achieve overall team efficiency.
 - Delivered undergraduate and postgraduate teachings, enhancing student comprehension of academic research techniques and opportunities.
 - Created engaging, insightful journal articles, building faculty reputation for cutting-edge methodological research.
 - Took part in the production of collaborative research reports and publications.
 - Utilised research resources, laboratories, and workshops in adherence to set guidelines and procedures.
 - Contributed to teaching by assessing student knowledge, assisting in supervision of student projects and developing students' research skills.
 - Monitored research activities to complete projects within stipulated timeframes and budget constraints.
 - Screened and approved marketing campaigns and plans before implementation to meet target goals.
 - Researched and analysed market trends and pricing schedules to stay abreast with latest developments.
 - Oversaw department budget to develop cost-effective measures for marketing initiatives.

- Business development
- Sales training
- Workforce mentoring
- Analytical thinking
- Market and competitor analysis
- ProjectManager
- Quick learner
- Positive attitude
- Self-disciplined
- Strong work ethic
- Team coordination
- Highly responsible and reliable
- Multitasking
- Well-organised
- Teamwork skills

LANGUAGES

Hindi: First Language

English:

Proficient

C2

- teams in delivering safe, compliant goods.
- Kept accurate and updated records of tests, defect metrics, and product failures to research root causes.
- Monitored staff performance and developed improvement plans.
- Supervised supply purchases, management, and tracking in line with budgetary requirements.
- Modeled business processes to identify strengths, weaknesses, and opportunities for improvement.

Laboratory Research Assistant

seminal applied sciences pvt Ltd. - Jaipur

- 02/2016 - 02/2018
- Analysed laboratory findings to check accuracy of results.
 - Monitored laboratory supplies, to make orders for low stock items.
 - Prepared materials, resources and logistics for laboratory experiments.
 - Supported scientists by carrying out ad-hoc tasks to high standard.
 - Readied chemical solutions, growth medium and slides for laboratory work.
 - Gathered scientific data using approved methodologies.
 - Created representative charts, graphs and spreadsheets to explain data.
 - Set up lab areas to facilitate scientific tests.
 - Reported on testing, collating and presenting results using appropriate scientific methods.
 - Placed laboratory management programs to support continued growth.
 - Mentored staff to enable professional development and progression.
 - Controlled expenditure on supplies, equipment and services to meet budget targets.

Senior Laboratory Technician

Metro heart center hospital - faridabad, Haryana

- 03/2015 - 02/2016
- all biochemistry, microbiology lab test performed
 - Prepared samples accurately for different testing techniques.
 - Analyzed biological samples for chemical content and reactions.
 - Developed controls for standardizing analysis techniques for accurate results.
 - Classified blood samples by type to maintain organizational systems.
 - Calibrated laboratory equipment to precise specifications for accurate analysis.
 - Developed ongoing programs using good team communication and collaboration.
 - Managed lab operations at commercial, health care or other medical facilities.
 - Performed bench work to maintain proficiency and competency in technical operations.

lab head

faridabad diagnostic - faridabad, Haryana

- services to facilitate smooth work environments.
- Placed laboratory management programs to support continued growth.
- Planned staff activities to meet operational demands.

Regional Business Development Manager

Loris gropu

07/2013 - 06/2014

- Prepared reports and presentations detailing business development activities and outlining new initiatives.
- Attended conferences and trade association meetings to represent company, build industry networks and promote new product lines.
- Researched prospective clients to develop and execute cold call lists.
- Created short-term and long-term goals for business team to achieve objectives.
- Created effective marketing, sales and promotional initiatives to drive revenue.
- Planned and developed winning strategies to increase sales, expand territories and boost market positioning.
- Closed long-term agreements through skilful negotiation.
- Evaluated team performance to identify areas requiring improvement.

Area Business Manager

Arkray Piramal Healthcare Pvt Ltd.

02/2012 - 01/2013

- Designed a wide range of successful strategies, including financial, business, sales and operational.
- Conducted in-depth investigations into business operations, identifying areas for development and improvement, acting on them appropriately.
- Conducted regular staff assessments, identifying team weaknesses for planning and creating development training.
- Created successful business strategies, designing to increase profits, awareness and service.
- Successfully handled disputes between employees and customers, using excellent problem-solving abilities to remove complaints to satisfy both parties.
- Swiftly designed, developed and implemented action plans, leading to change or improvement.
- Ensured long-term business success by driving teams to achieve outstanding results, succeeding through incentives.
- Generated daily operational and sales reports for corrective action or continuous improvement.
- Maximised revenue by identifying key long-term growth initiatives.
- Supervised supply purchases, management and tracking in line with budgetary requirements.
- Sourced vendors and suppliers for business needs and negotiated terms for optimum service delivery.

Senior Executive Scientific Information

- factors impacting promotional strategies.
- Selected, trained and performance-managed staff to handle high workload with ambitious targets.
- Enhanced product marketability and improved profits with optimum targeting on sales and marketing strategies.

EDUCATION

2013

Master of Science BIOCHEMISTRY

CHOUDHAR CHARAN SINGH UNIVERSITY - Meerut, UP

2010

Bachelor of Science ZBC

M.D.U ROHTAK - HARYANA