**Curriculum Vitae**

**Mrs.Geeta Umesh Alande. (M.Pharm.)**

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**OBJECTIVE:-**

To pursue a challenging career in Pharmaceutical Industry and be a part of a progressive organization that gives me the scope to enhance my knowledge and improve my skills in order to cope with the latest technological development and to deliver the best to the organization.

**WORK EXPERIENCE:-**

* Working as Executive in Agio pharmaceuticals ltd,Pune from 26 July 2017 to till the date
* Worked as Executive in Micro Labs Ltd, Goa, From May 2015 to April 2017.
* Worked as Chemist in Quality control department in Makjai Laboratories Ltd, Gokul Shirgaon MIDC, Kolhapur, from Oct- 2013 to Dec.2014

**JOB RESPOSIBILITIES:-**

* Hands on experience in operational knowledge of analytical instrumentation like HPLC (Shimadzu,Waters, Agilent), Dissolution apparatus (Veego,Lab India, Electro lab).
* To prepare protocols and reports of analytical method validation.
* Performed analytical method validation for dissolution, Assay, related compounds.
* Responsible for complete maintenance of instruments as assigned by the group leader.
* Documentation review of analytical data for method validation, and other documentation generated in method validation group, activity involved in analysis, and management to improve documentation practice and creating better system in the AMV Lab.
* Documentation of all test results in compliance with Good Manufacturing Practices (GMP) and Good Laboratory Practices (GLP).

**EDUCATIONAL QUALIFICATION:-**

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| Qualification | University/Board | Year of passing | Percentage |
| M.Pharmacy | Shivaji University, Kolhapur | 2012-13 | 66.64 % |
| B.Pharmacy | Shivaji University, Kolhapur | 2009-11 | 72.35 % |
| D.Pharmacy | MSBTE | 2008 | 77.33 % |
| H.S.C. | Kolhapur Board | 2006 | 78.00% |
| S.S.C | Kolhapur Board | 2004 | 80.66% |

**STRENGTHS:-**

* Comfortable working both independently and as part of team.
* Have good technical abilities and interpersonal skills.
* Passionate and easily adaptable to new technologies and highly flexible in working with teams.
* I can utilize my knowledge and skill to company growth and success.

**COMPUTER SKILLS:-**

* Windows 10 and Internet Applications.
* MS-Office, MS-Excel, Microsoft Outlook.

**PERSONAL PROFILE:-**

Date of birth : 10-05-1989

Sex : Female

Marital Status : Married

Languages Known: English, Marathi & Hindi

Address : Radhakrishna complex,B wing, Near Sahara sweet corner,Tirupati chowk,Indrayani Nagar,Bhosari,Pune.

**Date:-**

**Place:- Sign:**