

Kapitolina Alekseeva

Chemist

Philadelphia, PA - Email me on Indeed: [indeed.com/r/Kapitolina-Alekseeva/4bc39d7eb12c3f7f](https://www.indeed.com/r/Kapitolina-Alekseeva/4bc39d7eb12c3f7f)

- More than 20 years of experience in pharmaceutical and chemical laboratories as a chemist
- Expert knowledge of wet chemistry
- Proficient knowledge of conducting analytical tests and experiments
- Extensive experience with analytical instrumentation such as a microscopes, centrifuge, agitators, spectrophotometer, calorimeter, photo calorimeter, pH- meter, titration system, HPLC, X-ray meter, etc.
- Familiar with security and safety procedures, standard and regulation compliance requirements
- Proficient in: Microsoft Office- Word, Excel, Power Point, Adobe Acrobat Professional

WORK EXPERIENCE

Chemist

ANK Bashneft, Bashmineralresource, Chemical-analytical laboratory - 2003 to 2011

Responsible for quality control of raw and products. The process involved sample preparation, analysis on the instruments, and results interpretation and presentation.

- Performed calibration, checking and maintenance of laboratory instruments
- Managed all safety data, maintained inventory of laboratory notebooks
- Conducted periodic inspection of the lab and managed chemical waste disposal
- Coordinated and assigned test requests for lab personnel
- Maintained and coordinated quality management system documents
- Reviewed laboratory quality, productivity, and reporting timelines data
- Planned, assigned, and directed work in the laboratory

Chemical Engineer

Aviation State University - 2000 to 2003

Performed laboratory experiments in compliance with established procedures

- Maintained laboratory equipment and tools in clean, safe and good conditions
- Ordered and stocked laboratory supplies and instruments
- Developed new laboratory procedures and enhancements to improve test quality and productivity.
- Followed proper waste disposal and recycling methodologies
- Wrote experimental procedures and developed reports of test results
- Worked with supervisor to resolve experiment and equipment related issues in a timely fashion.
- Educated less experienced staffs on established procedures and equipment usage.

Chemist

Immunopreparat, Chemical-analytical laboratory - 1990 to 2000

Prepared chemical solutions according to standard formulas

- Input quality control of raw material
- Quality control of production and stability samples
- Tested physical and chemical characteristics of new active pharmaceutical ingredients and drug products
- Conducted the calibration of instruments for analysis of new class of samples
- Developed and validated analytical test procedures for new products

EDUCATION

Bachelor's in Chemistry

Bashkir State University