

**MAYURAN SWEENTHERAJAH**  
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2 TIERRA AVE, L6A 2Z6, VAUGHAN, ON.

## **OBJECTIVE**

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My objective is to continue to provide passionate and exceptional work

## **EDUCATION**

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### **Bachelor of Science - Honours Biology and Chemistry (Graduated April 2018)**

Wilfrid Laurier University, Waterloo, ON

## **WORK EXPERIENCE**

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### **Fresenius Kabi Canada – Compliance Analyst (December 2018 – Present)**

- Accurately review and analyze various types of reports to check for discrepancies and errors as well as take necessary actions to amend the document
- Able to professionally communicate with other companies and organizations through email and phone to exchange information and build relations
- Well-versed in SAP, Documentum, KabiTrack, etc. to extract information, keep track of events and record necessary information for future reference
- Proficient in Microsoft Office and Excel to write reports, organize data, keep track and update logs, along with other applications involving these programs
- Prepares Annual Quality Product Review (APQR) reports by collecting, analyzing and summarizing information and compiling the information into a report format
- Ensure that Fresenius Kabi Canada, fabricators and drug-testing organizations follow industry regulations as per GMP/GLP guidelines

### **Uniqlo Vaughan Mills (July 2018 – Present)**

- Track and analyze sales data in order to formulate plans to increase transactions and build a sales report detailing our results
- Work as a team to formulate ideas to strategically increase customer purchases to improve sales, which include altering displays, promoting items, etc.
- Use leadership skills to train new staff members to the standard of Uniqlo store operations and give constant feedback on areas of strength and improvement
- Use my communication skills to help customers with their wants and politely answer their questions

### **Shoppers Drug Mart Pharmacy Assistant (April 2012- August 2014)**

- Assisted the pharmacist with inputting prescriptions, dispensing and preparing medication, restocking the medicine shelves, working as a cashier, etc.
- Record patient prescription into their profile using a computerized system that manages their information and medical history
- Utilized my organization skills and knowledge of the medicine to manage the shipments of medicine and properly store the medication in the appropriate area

## **VOLUNTEER EXPERIENCE**

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### **Laurier Journal Club – President (September 2017- June 2018)**

- Supervised a group of 12 people and delegated various tasks to each individual to promote club awareness and increase attendance
- Planned and organized many events throughout the year, where we reached out to professionals in different specialities to come and discuss about their work and research
- Communicated new ideas and responsibilities to the team to be active on campus and recruit new general members
- Assisted club members when in need of help and praised them for their hard work and commitment

### **Research Assistant for Dr. Gray's Lab (August 2017-January 2018)**

- Designed a strategy to hatch century old Daphnia eggs as well as exhibited a strong attention to detail when managing the Daphnia specimen to ensure maximum survival rate and growth
- Kept track of progression of the experiment and recorded information every 48 hours for further analysis
- Communicated ideas and results with my supervisor to stay on track and keep up to date with trends and outcomes
- Collected and organized data as the experiment progressed, and processed the information into a report for an easier to read format

### **Laurier Chemistry Association – Director of Operations (September 2015- April 2016)**

- Actively communicated in meetings to evaluate the club's progression throughout the year and plan new events to host
- Discussed with companies and other organizations in person and on the phone to arrange events for club members throughout the school year
- Used Microsoft Word and Excel to manage costs, organize responsibilities and record important details