Palni Kundra, Dr. sc. In der Lachen 10

8953, Dietikon, Switzerland E-mail: palnikundra@gmail.com

Phone: +41779935899

Novartis - Analytical Research and Development (ARD) Basel, Switzerland

29 July 2023

Dear Hiring Manager,

I am writing to express my strong interest in the Analytical Method Development Scientist position within the Analytical Research and Development (ARD) team at Novartis. With my Ph.D. in gut microbial biotechnology from ETH Zurich and extensive experience in analytical techniques, I am excited about the opportunity to contribute to Novartis's mission of reimagining medicine to improve and extend people's lives.

Below, I summarize how my background aligns closely with the requirements of this role:

- 1. I have over 5 years of laboratory experience, including proficiency in state-of-the-art analytical instrumentation such as UHPLC-UV/MS.
- 2. My research has involved designing and implementing complex experimental studies, particularly in chromatography and metabolomics methods to detect, identify, and quantify novel vitamin production by human gut microbes. I was solely responsible for developing an advanced UHPLC-UV/MS method, reviewing literature for new techniques, developing protocols, and testing and optimizing procedures. This expertise directly relates to the chromatographic method development focus of this position.
- 3. My research, including the methods I developed, has resulted in multiple peer-reviewed publications in high-impact journals, demonstrating my ability to design and interpret complex experimental studies.
- 4. I have experience leading and coordinating research projects, including mentoring junior scientists, which has honed my leadership and project management skills.
- 5. My work at ETH Zurich involved collaborating with multidisciplinary teams and external partners, skills that would be valuable in coordinating with other internal and external partners at Novartis.
- 6. I am proficient in data management, record-keeping, and have experience with various analytical techniques and bioinformatics tools.

I am particularly interested in contributing to Novartis's analytical method development strategy and driving scientific excellence. My analytical skills, leadership experience, and innovative approach position me to make significant contributions to your team.

Thank you for your consideration. I look forward to discussing how I can contribute to Novartis's goals in analytical research and development.

Sincerely,

Palni Kundra