

Palni Kundra, Dr. sc.
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8953, Dietikon, Switzerland
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Phone: +41779935899

LeeGroup GmbH
Rothenburg, Switzerland

05 August 20124

Dear Hiring Team,

I am writing to express my strong interest in the Food Scientist/Nutritionist position at LeeGroup. With my Ph.D. in gut microbial biotechnology from ETH Zurich and extensive experience in food science, nutrition, and dietary supplements, I am excited about the opportunity to contribute to LeeGroup's mission in the nutritional supplements and skincare industry.

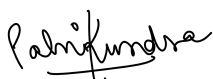
My background aligns closely with the requirements of this role:

1. I have a solid foundation in biochemistry, food science, and health, with a Ph.D. from the laboratory of Food Biotechnology, ETH Zurich, Master's degree in Food Science from McGill University, Canada and a Bachelor's degree in Food Science and Technology, India.
2. My research has involved extensive work with dietary supplements, particularly vitamins B9 and B12, giving me expert knowledge in health promoting ingredients.
3. I have experience in managing complex databases and research projects, which would be valuable for implementing and managing the CRM team's active ingredient and product knowledge database.
4. I have strong communication skills, having presented research findings at scientific conferences and mentored students, which would be beneficial for training teams and advising customers.
5. I am fluent in English and have a good working knowledge of German (B1 spoken, A2 written).
6. My research experience has honed my ability to think through complex processes and conduct thorough research on active ingredients and product applications.

I am particularly interested in contributing to LeeGroup's growth in the nutritional supplements industry. My analytical skills, research experience, and expertise in dietary supplements position me to make significant contributions to your team.

Thank you for your consideration. I have submitted my CV, degree certificates, letter of work reference along with this cover letter. I look forward to discussing how I can contribute to LeeGroup's goals in the nutritional supplements and skincare industry.

Sincerely,



Palni Kundra

verleiht

Palni Kundra

Master of Science, McGill University
geboren am 30. November 1991

den Titel

DOKTORIN DER WISSENSCHAFTEN

aufgrund der Doktorarbeit

THE EFFECT OF EXOGENOUS AND ENDOGENOUS VITAMIN B9 AND B12
ON MICROBIAL GROWTH AND METABOLISM IN THE HUMAN GUT

Leiter der Doktorarbeit: Prof. em. Dr. Christophe Lacroix

und der mündlichen Prüfung vom 21. Juni 2023

Zürich, 27. November 2023

Der Rektor



Prof. Dr. Günther Dissertori

Die Vorsteherin des Departements
Gesundheitswissenschaften und Technologie



Prof. Dr. Laura Nyström





McGILL UNIVERSITY
MONTREAL

TO ALL TO WHOM THESE PRESENTS MAY COME, GREETING:
WE, THE GOVERNORS, PRINCIPAL, AND FELLOWS OF MCGILL UNIVERSITY TESTIFY THAT

Palni Kundra

HAVING DILIGENTLY COMPLETED THE REQUIRED COURSE OF STUDY AND PERFORMED
THE PRESCRIBED EXERCISES HAS BEEN ADMITTED TO THE DEGREE OF

MASTER OF SCIENCE

WITH ALL THE HONOURS, PRIVILEGES, AND PREROGATIVES PERTAINING TO THAT DEGREE, IN WITNESS
WHEREOF WE HAVE AFFIXED OUR SIGNATURES AND HAVE CAUSED THE SEAL OF THE UNIVERSITY TO BE
ATTACHED HERETO. GIVEN IN CONVOCATION THIS 6TH DAY OF JUNE IN THE YEAR 2018.

DEAN

REGISTRAR



CHANCELLOR

PRINCIPAL



ਗੁਰੂ ਨਾਨਕ ਦੇਵ ਯੂਨੀਵਰਸਿਟੀ



ਬੈਚੁਲਰ ਆਫ ਫੂਡ ਸਾਇੰਸ ਐਂਡ ਟੈਕਨੋਲੋਜੀ (ਆਨਰਜ਼)

ਰਜਿਸਟਰਡ ਨੰ : 2011.ਜੇ/ਏ.37

Regd. No. : 2011J/A.37

ਰੋਲ ਨੰ.] 92015036408
Roll No.

ਪ੍ਰਮਾਣਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ ਕਿ ਪਲਨੀ ਕੁੰਦਰਾ ਪੁੱਤਰ/ਪੁੱਤਰੀ ਸ਼੍ਰੀ ਕਿਰਨ ਕਿਸ਼ੋਰ ਕੁੰਦਰਾ
ਅਤੇ ਸ਼੍ਰੀਮਤੀ ਦਿਵਿਆ ਕੁੰਦਰਾ ਨੇ ਡੀ.ਏ.ਵੀ.ਕਾਲਜ, ਜਲੰਧਰ
ਤੋਂ ਨਿਸ਼ਚਿਤ ਕੋਰਸ ਦਾ ਅਧਿਐਨ ਕਰਨ ਉਪਰੰਤ ਅਪ੍ਰੈਲ, 2015 ਵਿਚ ਹੋਈ ਲੋੜੀਂਦੀ ਪ੍ਰੀਖਿਆ ਪਹਿਲੀ (ਵਿਸ਼ੇਸ਼ਤਾ ਸਹਿਤ) ਡਿਵੀਜ਼ਨ ਵਿਚ ਪਾਸ ਕਰਕੇ
ਬੈਚੁਲਰ ਆਫ ਫੂਡ ਸਾਇੰਸ ਐਂਡ ਟੈਕਨੋਲੋਜੀ (ਆਨਰਜ਼) ਦੀ ਡਿਗਰੀ ਪ੍ਰਾਪਤ ਕੀਤੀ ਹੈ।

Guru Nanak Dev University

BACHELOR OF FOOD SCIENCE & TECHNOLOGY (HONOURS)

This is to certify that PALNI KUNDRA son/daughter of Mr. KIRAN KISHORE KUNDRA
and Mrs. DIVYA KUNDRA and of the D. A. V. COLLEGE, JALANDHAR
having pursued the prescribed course of study and passed the requisite Examination, held in APRIL, 2015 has been admitted to the Degree of
BACHELOR OF FOOD SCIENCE & TECHNOLOGY (HONOURS) and been placed in First Division (with Distinction).

ਯੂਨੀਵਰਸਿਟੀ ਸੀਲ ਅਧੀਨ ਪ੍ਰਮਾਣਿਤ ਕੀਤੀ ਗਈ।

Given under the seal of the University.

ਪ੍ਰੋਫੈਸਰ ਇੰਚਾਰਜ (ਪ੍ਰੀਖਿਆਵਾਂ)
Professor Incharge (Exams.)
ਅੰਮ੍ਰਿਤਸਰ] June 17, 2015
Amritsar

ਰਜਿਸਟਰਾਰ
Registrar

ਵਾਈਸ-ਚਾਂਸਲਰ
Vice-Chancellor

ਚਾਂਸਲਰ
Chancellor



Eidgenössische Technische Hochschule Zürich
Swiss Federal Institute of Technology Zurich

Institute of Food, Nutrition and Health
Department of Health Sciences and Technology

ETH Zurich
Prof. Dr. Christophe Lacroix
Head, Laboratory of Food Biotechnology
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Schmelzbergstrasse 7
CH-8092 Zürich, Switzerland

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christophe.lacroix@hest.ethz.ch
www.fbt.ethz.ch

Zurich, 20 July 2023 LC

Letter of reference

Palni Kundra, born on November 30, 1991 and a citizen of Indien, was 100.00 % employed by ETH Zurich as doctoral student from September 1, 2018 until June 30, 2023. About 30,000 people from more than 120 countries study, carry out research and work at ETH Zurich.

Ms Palni Kundra's duties and responsibilities in this capacity primarily comprised:

- working on her own thesis in the specialist field of Food Biotechnology on the subject of modulation effects of B-vitamins on the human gut microbiota
- publishing her research results in the form of papers, conference papers, articles for books
- publishing her research results in the form of papers in recognised specialist journals
- presenting papers at academic conferences
- supervising students writing semester papers and/or Master theses
- guiding Bachelor students during exercise and practical sessions
- supervising Master students during practical work in the laboratory/institute/field

Palni Kundra possessed proven expertise and extensive experience in her area of responsibility. She successfully applied herself to new duties and used the acquired knowledge with good results. The effort she put into her work was in proportion to the achieved outcome, and she met the requirements. With her rational and precise approach to her work, she always delivered a good performance. Her good command of languages was of great value for the communication in her work environment.

Palni Kundra showed initiative and complete commitment. Under challenging conditions, she remained calm and assured, adapting to changing circumstances with ease. Perceptive in evaluating the scope and impact of her actions, she was careful when weighing up the related risks and opportunities. In the decision-making process she exercised autonomy blended with a great deal of expertise. When arranging the deployment of staff, she was good at doing so according to need and objective. It was important to her to align her outlook and her actions with the goals of Food Biotechnology.

Letter of reference

Palni Kundra immediately conveyed key information to the relevant recipients, and chose the appropriate moment to involve management when the situation demanded it. In terms of verbal and writing skills, she displayed tremendous adroitness when tailoring her communications to her addressees. Moreover, she was adept at presenting her own ideas in a convincing manner. She took on board other opinions and constructive criticism; she listened to what was said and was tuned in to the needs of her conversational partners. She supported and encouraged collaboration within the team and was highly adept at reconciling differing views. Management, staff and students alike appreciated her greatly and held her in high esteem.

Palni Kundra left us on expiry of her fixed-term employment contract. We thank her for her contribution and wish her every success going forward.



Christophe Lacroix



Cynthia Kumin