

CURRICULUM VITAE

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Objectives:

To be placed in an organization, where my knowledge and skills will be optimized and to succeed in professionally challenging environments.

Professional Experience:

Company Name: Quintiles IMS Research (India) Private Limited (QBAN) now IQVIA.

Designation: Associate Operations Specialist, Pharmacovigilance Center.

Duration: Since 04-FEB-2015 till date (3 years +)

Job Description:

- My job responsibility is to data entry from the source document onto the safety database and appropriate quality review to make sure accuracy and completeness.
- Activities include initial receipt, database searches as necessary, registry and triage of incoming cases to determine seriousness for prioritization of daily workflow. Completion of case processing (case data entry, labeling, approval numbers, manual coding, narrative writing).
- Clarification of unclear or illegible information from the Local safety officer or call center and customer communication as per the project requirement. Discuss source documents, coding conventions and ad-hoc queries with pharmacovigilance physician.

- Request deletions/admin edit requests as necessary. Continuing awareness of company procedures, work instructions and guidelines. Med DRA coding dictionary and Med DRA points to consider.
- I have won 4 awards within the Company for Best performance, and achieving 100% Quality and delivering over 100% productivity and extraordinary performance.
- Apart from my daily assignment I have been actively involved in mentoring fresher and cross-supporting other teams whenever required.

Beyond Professional Experience

In my early days, I have also worked for Infosys as process executive to enhance my knowledge in technical field .

Duration : 2013 to 2015 (1 .5 year experience),

Skills And Techniques

- **Operating Systems** : MS DOS, Windows7, 2000, XP.,
- **Bioinformatics,**

Software Skills:

- OPERATING SYSTEMS
- : Windows xp/Windows 7/Linux
- Good working skills in Ms-word, PowerPoint & Excel.

Technical and Personal Skills:

- Team Work
- Good Communication Skills (oral and written)
- Positive attitude & Commitment towards work
- Quick understanding of technology
- Comfortable with long travelling.

- **Educational profile**

- **MSc Biotechnology**
M S Ramaiah College of Arts Science and Commerce (MSRCASC)
Bangalore (Karnataka)
Year: 2013 (December)
Marks: 60%
- **BSc Biotechnology**
M S Ramaiah College of Arts Science and Commerce (MSRCASC)
Bangalore (Karnataka)
Year: 2011
Marks: 64.5%
- **Intermediate (Physics,Chemistry,Maths,Biology)**
Bidhan Chandra Institution (WB Board)
Year: 2008
- **Matriculation:**
LYCEE , Kolkata. (ICSE Board)
Year: 2006

Workshops,Seminar,Conference, Symposium

- National level Conference on Computation Biology, Pharmaceutical and Life Sciences at Maharani Lakshmi Amana College for Women
- Lecture on “Chemistry of Signaling Between Cell-Cell Communication”
- Symposium on “Molecular Biotechnology” at MSRCASC
- National Symposium on “Exploring the Potential Applications of Nano science in Biotechnology” at M S Ramaiah Institute of Technology
- Symposium on “Molecular Diagnosis – Techniques & Application” at Zachary College
- Seminar on “Human Cytogenetic and Karyotyping” at MSRCASC -2009
- Seminar on Renewable Energy at MSRCASC
- National Symposium on “Advanced Medical Imaging” at SRM University (Chennai)
- International Workshop on “Career prospects in Nanotechnology, Clinical research, Cell & Molecular biology, and Stem cell technology” at Garden City College
- National Conference on “Chemistry, Biotechnology & Health care- An Interference” at REVA Institute of Science AND management

- Workshop on “Lead-err Educator capacity building in Organizing Lead awareness” at SJR College
- National Conference on Medical Biotechnology & Clinical Research” at Iosco
- Symposium on “ Advanced Biosciences” at Dayananda Sagar College of Arts, Science& Commerce
- Symposium on “Climate Change: Implications, Challenges & Policy Towards Sustainability” at Mount Carmel College
- National Seminar on “Proteomics: Advances, Application and Challenges “ at Institute of Bioinformatics and Applied Biotechnology (IBAB)

Awards and Honors based on Education Field

- Awarded 1st Prize in Poster Presentation on “Genetically Modified Crops” at MSRCASC
- Awarded 3rd prize in Model making Competition on" Monoclonal Antibody” at Jain University

Extra-CurricularActivity

- Have Participated In School and College Sports
- Trained Classical Dancer(7 yrs.)
- Trained Painter (Madhya)
- Trained swimmer
- Singer
- Participated in science quiz competition in College

Awards and Honors based on Extra Curricular Activity

- Awarded 1ST prize In Quiz Competition In School
- Awarded 3rd Prize In Swimming Competition in Kolkata
- Awarded 3rd prize in Singing Competition in Talent Search For Lychee
- Awarded 1st prize in group song Competition at MSRCASC
- Awarded participation certificate on dance in M S Ramaiah Medical College Fest (Prometheus 2009)
- Awarded 1st prize in intra college dance completion at MSRCASC
- Awarded Certificate of Appreciation on Donating blood in M S Ramaiah Hospital

Personal Information

Date of Birth	27 TH October, 1989
Father’s Name & Occupation	Mr. B. B. Debnath Service (Eastern Railway)
Marital Status	Married

Hobbies and Interests

Reading books, Listening music, Dancing,
Singing and Travelling

Languages known

English, Hindi, Bengali

Strengths

Sincere,Punctual, good communication skill,
focused, Hardworking and Dedicated.

Declaration:

I hereby affirm that the information furnished is correct and true to the best of my knowledge.

Place- Pune

(Roshni Debnath)