

RINTO MATHEW

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CAREER OBJECTIVE:

To seek a Challenging Career that tests my mettle and brings out the best in me and to be a member of a team that excels in working towards the growth of the organization.

ACADEMIC PROFILE:

- Bachelor of Pharmacy (2014-2018) with an aggregate of 77.62 % from PES College of Pharmacy, Bangalore
- Higher Secondary Education (2012-2014) from Central Board of Secondary Education with a grade point 8 from Little Flower Eng. Med. School, Kannur, Kerala.
- Secondary School Education, from Central Board of Secondary Education (2012) with a grade point of 9.2 from Little Flower Eng. Med. School, Kannur, Kerala.

PROFESSIONAL CAREER:

Internship:

- Worked **234 hours** in Hospital Pharmacy Department (Meenakshi Hospital Bangalore)

Employment:

- Since Jul-2018 – Medical Services Associate at Accenture Solutions Pvt. Ltd.
- Responsible for Quality review of Case corrections and ICSR processing following company Standard Operating Procedures, internal business practices and regulatory guidance documents to ensure compliance with worldwide safety regulations and corporate policies.

As case Intake Member:

- Responsible for case intake, duplicate check and registration

As Case Processor:

- Responsible for data entry of individual case safety reports from literature articles into database
- Review and evaluate AE case information to determine validity of a case, seriousness, causality and expeditedness as per client and internal policies and procedures.
- Process Clinical Trail and Spontaneous cases and data base if valid.

As medical coder:

Responsible for coding all medical history, events, drugs/procedures/indications and laboratory tests according to the appropriate dictionary (e.g. MedDRA, company product dictionary, WHO-DD)

As a narrative writer:

Responsible for writing medically relevant safety narrative of cases and checking the completeness and accuracy of the data entered in the various fields.

As Quality check reviewer:

- Documents as per applicable SOPs, work instructions and client guidelines
- Provide the feedback to the data entry team members for the errors noted and quality improvement of the process

As Literature Review Specialist:

- Ensure effective and accurate collection, recording, review and reporting of literature searches conducted.
- Review of literature articles to identify case safety reports.
- Responsible for operational Pharmacovigilance activities for assigned developmental and/or marketed products.
- Assist in signal generation and safety analysis activities.

Types of cases handled:

- Serious Spontaneous, Non-serious Spontaneous, E2B cases, License partner cases, Health Authority cases, Clinical trial cases and spontaneous cases.

PROFESSTIONAL ACHIEVEMENTS AND ACCOMPLISHMENTS:

- Experience of processing more than 2000 ICSR which includes spontaneous, patient oriented programs (POP), Literature (MAP) Non Interventional Study (NIS) and clinical.
- Got selected as quality reviewer for case correction based on quality of work within 1 year after joining as medical services associate.
- Part of the artificial intelligent projects, for implementing automation in pharmacovigilance
- Received Encore award for extra efforts towards process improvement with respect to quality and for the respect given to the colleagues.
- Got recognition from the Lead for giving extra effort for meeting up the timeline as well as for doing extra productivity
- Able to manage 100 percent regulatory compliance in ICSR processing throughout tenure

TECHNICAL SKILLS:

- Excellent understanding of Pharmacovigilance and Clinical trials
- Well versed with Argus 7
- Good knowledge of ICH-GCP, E2B and E2C guidelines

STRENGTH:

- Maintaining good interpersonal relationships.
- Willingness to work and ability to adapt to the situation.
- Ability to work in a team efficiently.

PERSONAL DETAILS:

Date of Birth : 05th August 1995

Marital Status : Unmarried

Father's name : Mathew

Languages known : English, Malayalam, Kannada, Tamil, Hindi

Hobbies : Listening music, Reading books

DECLARATION:

I hereby declare that the above information is true and correct to the best of my knowledge.

Place : Bengaluru

Date : 24 Aug 2019 (Rinto Mathew)