

SYEDA MUNAZZAH RIZVI

OBJECTIVE

A motivated Pharmacist with a real passion for healthcare would like to be a part of professional team in a renowned organization to gain the first-hand knowledge and experience of the Pharmacy profession to excel my carrier in a challenging & professional environment

PROFESSIONAL EXPERIENCE (overall 4 years)

EPLA Laboratories

Sep 2016-April 2019

Quality Assurance Officer

- Interpret and implement quality assurance standard by following SOPs and its implementation in all area in accordance with GMP.
- Line clearance, In process inspection & record GMP deviation
- Supervise incorporation, dispensing of commercial and trial batches
- Appraise packaging material testing ,ensure sampling and prepare packaging specifications and reports.
- Reference sample checking and maintaining records according to expiry
- Prepare SOPs and implement upon it and to proof read the art work.
- Involve in batch documentation audit and compilation.
- Responsible to check product status label on each container and equipment
- Report abnormal incident during process that violates GMP to manager
- To maintain area according to GMP
- Responsible for given transfer of finished packed product after complete testing approval from QC
- To assess the document and areas for any changes that may have an quality impact on product in collaboration with manager.

Maple Pharmaceutical

Feb 2016-Sep 2016

Quality Assurance Officer

- Line clearance, In process counter checks & sampling of product.
- Approval of final batches before release for market
- Testing of finished product and making complete analytical reports and approve label.
- Maintaining batch documentation, audit & give approval for market

ACADEMICS

Pharm-D from Jinnah University for Women with CGPA 3.18, in 2015

F.Sc (Pre-Medical) from Karachi board from Khatoon-e-Pakistan Govt Girls College

S.Sc (Science) from Karachi board from Metropolitan Academy

PERSONAL INFORMATION

Father's Name:

Atta ur Rab Rizvi

Date of Birth:

23-03-1990

Contact No.

0343-2627943,0332-3271821

E mail:

Munazzahrizvi_10@hotmail.com

Address:

R-660, Sector 15 A.3
Bufferzone karachi.

Marital status: married

SKILLS

- Excellent verbal and written communications skills
- Excellent team player
- Ability to work in competitive environment
- Believes in continues

- To maintain areas according to specification mentioned in GMP

professional development

Asian Continental (Pvt) Ltd

April 2015-Jan 2016

QA/QC & Production Officer

Exposure of working in Production , Quality Assurance & Quality control department assignment include mainly Line clearance, BMR & BPR reconciliation interpret & implement QA standards as per SOP & GMP, sampling in according to GRN & prepare STM and COAs and to proof read the artwork of packing component, Batch document issuance, audit and release and give approval before release for market, water testing, and checking weight variation, D.T and dissolution testing, assay of tablets and capsules on spectrophotometer