

Mansi Gupta

102 D Block Inspire

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Hyderabad

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Contact No. 9424404495

CAREER OBJECTIVE:

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self- development and help me achieve personal as well as organizational goals.

PROFESSIONAL EXPERIENCE:

Kusum Healthcare Pvt. Ltd., Pithampur, Dhar
QC- Executive (August 2020 to January 2025)

Responsibilities:

- Responsible for documentation activity related to QC department like, preparation and revision of department SOPs (manually and in Caliber DMS), RM specification and STPs, TDS, FP COQ preparation, Analytical method transfer TDS.
- Initiate and review change control, CAPA, deviation.
- Prepare and provide documents to RA team for dossier submission.
- Review technical information sheet.
- Work as a training coordinator of department and responsible for conducting monthly training, conduct training on revised SOPs, preparation of newly appointed person's Job description, on-job training module and handle their training data.
- Imparting induction to new joiners.
- Preparation of master list, Organogram, SOP index, etc.
- Coordinate with RA or other department for document related activity.
- Responsible for preparation of monthly report (MIS) and provide MRM data.
- Faced various regulatory audits like Ukraine, EU, Uzbekistan, Kazakhstan, ETHOPIA, Mexico etc. and answer the auditor queries.
- Provide audit response on time.
- Handle LIMS software and performed Performance Qualification of LIMS modules and Involvement in Master creation.
- Implement and handle caliber DMS software including - perform SAT verification, validation and PQ and implement Caliber DMS software for specification/STP/GTP.
- Handle caliber QAMS software for change control/CAPA/deviation/OOS/OOT.
- Responsible to Simplify the lab functioning under GMP compliance.
- Involve in implementing VLMS software for training.

**Piramal Enterprises Limited, Pithampur, Dhar
QC-Executive (July 2018- March2020)**

Responsibilities:

- Handling instruments like UV, IR, Karl Fischer, Viscometer, Polarimeter, Refractometer, Alpine air jet, Particle size analyzer (Malvern), pH meter, Disintegration apparatus, Friabilator, Centrifuge machine, Melting Point Apparatus, DSC Instrument, Hardness tester, Melt Flow Index, Tapped density Apparatus.
- Perform Calibration of Balance, pH meter, Karl Fischer, UV, IR, Refractometer.
- Perform routine analysis of sample.
- Supporting in review of Analytical Data.

TECHNICAL AND COMPUTER SKILL:

- Knowledge of essential facts, concepts, principles and theories relating to the drug design, discovery, safety, testing and manufacturing of various dosage forms and Analytical Techniques.
- Data interpretation from UV, IR, NMR and MASS spectroscopy
- Microsoft word, Microsoft Excel, Microsoft PowerPoint.

ACADEMIC BACKGROUND

- **2018** - M. Pharm in Pharmaceutical Chemistry from Department of Pharmaceutical Sciences, Dr. Hari Singh Gour University, Sagar (M.P.) with 8.30 CGPA.
Dissertation Title: "CNS potential of some new 4-(3H) Quinazolinone derivatives. "
under guidance of Prof. Sushil Kumar Kashaw..
- **2016** – B.Pharm from Department of Pharmaceutical Sciences, Dr. Hari Singh Gour University, Sagar (M.P.) with 87% marks.
- **2011** - Higher Secondary School Certificate from Central Board of Secondary Education with 76% marks.
- **2009** –High School Certificate from Central Board of Secondary Education with 76% marks.

Participation, Seminars, Awards & Achievements

- Registered Pharmacist with M.P. State Pharmacy Council, Bhopal.
- Attended National Seminar on Emerging Trends and Challenges in Pharmaceutical Education and Research 2014, organized by Department of Pharmaceutical

Sciences Dr. Harisingh Gour University Sagar (M.P.).

- Participated as a Delegate in National Seminar on Emerging Frontiers and Challenges in Nanotechnology and Drug Design, 2015 at Department of Pharmaceutical sciences, Dr. Harisingh Gour University, Sagar(M.P).
- Attended International Conference on “Academia-Industry **Interactions: Global Pharma Prospect 2016**, organized by Department of Pharmaceutical Sciences Dr. Hari Singh Gour University Sagar (M.P.)
 - **GPAT 2016-AIR 1436**
 - **NIPER 2016- AIR 820**
 - **PGUET –AIR 24**
- Attended National Seminar on **Trends And Techniques In Pharmaceuticals Education And Research 2017**, organized by SVN institute of Pharmaceutical Sciences Swami Vivekananda University, Sagar (M.P) (**Won First Prize in Poster Presentation**).

PERSONAL PROFILE

Father’s Name: Mr. Arun kumar Gupta

Date of Birth: 09 Nov 1993

Languages Known: Hindi, English

Marital Status: Married

Permanent address: 102 D Block Inspire Four Square, Narsingi, Hyderabad.

Declaration: I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Mansi Gupta