**RESUME**

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| DIVYA**Phone** : 0**8401066764** : 09744802533**Email** :divya\_ron@yahoo.co.inPersonal Information**Date of Birth :** 10/02/1990**Father’s Name :** Murali **Mother’s Name :** Sudha**Sex :** Female**Marital Status : Married** **Nationality :** Indian **Languages Known**English, Hindi,Malayalam,Tamil**Permanent Address**Puthan purayil houseChoodikotta mahe673310  | Career Objective Desirous to be associated with the progressive & dynamic organization, like yours, which can provide me a rewarding career opportunity and strong platform to exercise my technical, analytical and leadership skills to achieve organizational goals.Area of InterestDispensingAnalytical research and development.QA/QC,ProductionComputer and Software skills* Application packages – Microsoft office.

Academic Profile2008-2012Bachelor of Pharmacy, Pharmaceutical Sciences The University of Pondicherry, MTPG&RIHS (A Govt. of Puducherry Institution), Puducherry2006 – 2008Intermediate Govt Higher secondary school Mahe2005 – 2006SSLC Govt Higher secondary school Mahe**EXPERIENCE*** Quality assurance chemist at Caplinpoint laboratories ltd Pondicherry from october2014 to 2015
* Chemist at Caprolabs exports india pvt ltd Bangalore from 2012 July to 2014 march

**KEY RESPONSIBILITIES*** Knowledge of document distribution and data control
* In process quality assurance activities in production floor
* Review of batch records
* Sop prepration
* Supporting to department colleagues in audit facing and audit compliance
* Logging and handling the investigations for deviations, OOS and providing CAPA for the same.
* Preparation and Review of Master process documents and analytical reports

**PROFESSIONAL EXPERIENCE IN Quality Assurance**Documentation:* Preparation & Review of Batch records and Analytical reports.
* Carryout the Annual product quality review (APQR).
* Issuance & Control of routine log sheets & related documents.
* Review of all production related documents which compiles to cGMP standards.

Shop floor related activities:* Line clearance & its related compliance.
* Review of all shop floor related documents which compiles to cGMP standards.
* Online Documentation & its related compliance.
* Process related Non conformance & CAPA handling.
* Ware house related activities & its related compliance.
* Packing related activities & its related compliance.
* Online Batch records review & its related compliance.
* Batch release & dispatch activities.
* Manufacturing & Packing related sampling activities.

Conferences and Workshops attended* “TEXO PHARMA VIRTUS “ in MTPG&RIHS,pondicherry
* Recent trends in pharmacognosy ,MTPG&RIHS,pondicherrys

Personal Strengths* I am a target oriented person. I believe in doing tasks in an organized and a planned manner.
* I can adopt to any kind of environment. I am a good listener and quick learner.
* I have a sense of respect for my elders and seniors.

Declaration I hereby declare that all the information provided above is true to the best of my knowledge. I also assure you of my dedication and sincerity in work during the stay at your concern.   (DIVYA) |  |