

# Ashma Shaji

MEDICAL LAB TECHNICIAN



## Personal details

**Name** 

Ashma Shaji

**Email address** 

ashmashaji7@gmail.com

Phone number 9048827736

Address Alangad, Aluva

Date of birthMarch 13, 1996

Gender

Female

**Nationality** 

Indian

Civil status

Married

Visa Status

**Husband Sponsorship** 

Skills

DHA License Holder

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# **Profile**

ISO Certified Medical Laboratory Technician with experience in performing a variety of multi-skilled functions including specimen collection, receiving and preparation of specimen for analysis; assisting workflow coordination in all general areas of the laboratory; perform routine clerical and technical processes required for the smooth operation of the laboratory, serving as a liaison to internal and external customers. I am currently seeking a challenging position where my extensive experience, training and commitment to excellence can be professionally utilized while offering ample opportunities efficiently and effectively.

### **Education**

2016

Bachelor of Science in Biotechnology Union Christian college , Aluva

2018

**Diploma in Medical Laboratory**Govt. Medical College, Ernakulam

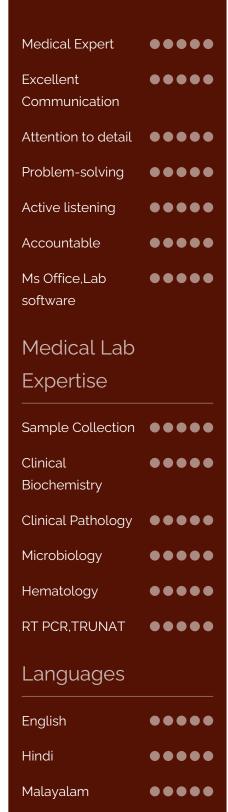
# **Employment**

Jan2022 - Jan2024

#### **Medical Laboratory Technician**

MENALABS, Dubai

- Receiving, labeling and analyzing samples (blood, toxic, tissue etc.)
- Designing and executing laboratory testing according standard procedures.
- Performing routine laboratory procedures such as preparing slides and culturing specimens.
- Conducting experiments under defined conditions to verify/reject various types of hypotheses using refined scientific methods.
- Maintaining inventory and order supplies as needed to keep the laboratory adequately stoked.
- Maintaining records by documenting quality control results, out of control action, and informing supervisors of recurring problems or those problems requiring immediate attention.



# References

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References available upon request.

#### Nov 2020 - Aug 2021

#### Medical Lab Technician



#### Government Medical College, Ernakulam

- Performing clinical laboratory tests, such as hematology, immunohematology, chemistry, bacteriology, mycology, serology, parasitology, endocrinology, general immunology, and urinalysis.
- Ensuring the efficient running of the assigned section/department/lab, which includes routine work of different aspects of clinical investigations, sterilization of laboratory equipment, etc.
- Collect and process samples, verify specimen identification and investigate and resolve testing issues.
- Performing special handling and packing of referral samples.
- Ensuring that sufficient quantities of laboratory chemicals, test kits and equipment are available at all times. Includes raising requisitions and taking stock.
- Preparing basic laboratory reagents.
- Mailing and filing lab reports.
- Maintaining all instrumentation and testing procedures within established quality control standards.
- Ensuring that the proper disposal of Laboratory Contaminated Medical Waste and Sharp items in compliance with current HSE regulations.
- Responsible for attending mandatory departmental and hospital in-service and competency programs.
- Performing all duties in a manner that is consistent with PHCG Code of Conduct.
- Attending mandatory departmental and unit meetings.
- Ensuring compliance with all QC protocols.
- Maintaining necessary supplies and inventory.
- Participating in continuing education programs to maintain licensure and remain updated on changes in the medical technology field.
- Performing all other duties as required or assigned.

Nov 2019 - Jul 2020

**Medical Lab Technician** 

Medicare Diagnostic Center, Idukki