

Resume

POSTAL ADDRESS

B-29, Sitakunj Vihar Society
Nr. Narayan Hospital, Maktampur Road
Bharuch (Gujarat) 392012
Phone No. : 6355457646/9601269037

Rashmi Dodia

CAREER OBJECTIVE

I am having a keen interest in working with a progressive organization where I can have an opportunity to show my skills and increase creativity by giving the best output performance by working as a team member and a lot more.

PERSONAL INFORMATION

Name :- **Rashmi Dodia**
Date of Birth :- 01/09/1995
Age :- 29 years
Gender :- Female
Nationality :- Indian
Marital Status :- Married
Languages Known :- Gujarati, English, Hindi
E-Mail Address :- rashidodia01@gmail.com
Hobbies :- Drawing and Novel Reading
Permanent Address :- B-29, Sitakunj Vihar Society, Nr Narayan Hospital,
Opp. Tulsidham market, Maktampur road,
Bharuch (Gujarat) 392012

ACADEMICS

Examination	University/Board	Year of Passing	CGPA/ Percentage
M. Sc. (Organic Chemistry)	Veer Narmad South Gujarat University	April 2018	7.50
B. Sc. (Chemistry)	Veer Narmad South Gujarat University	April 2016	7.00
H.S.C.	Gujarat Secondary And Higher Secondary Education Board	March 2013	56.00%
S. S. C.	Gujarat Secondary And Higher Secondary Education Board	March 2011	85.00%

WORK EXPERIENCE

Experience:

- **Sanofi India Ltd.:** 27th May 2019 to 20th January 2020.
- **J B Chemicals and Pharmaceuticals :** 25th May 2020 to 1st December 2022.
- **Zentiva Private limited (Formerly known as Sanofi India Ltd.) :** 2nd January 2023 to 31st August 2024

AREAS OF EXPERIENCE

1. Sanofi India Ltd.

- Daily monitoring
- Preparation of Laboratory Reagents
- Chemical and Instrumental Analysis of Finished products.
- Wet Chemical Analysis such as LOD, Sulphated Ash, pH, Heavy metal, Chloride, Sulphate, Foreign Matter, Iron content etc.
- TLC
- Daily and Half yearly calibration of analytical balances (Make: Mettler Toledo, Sartorius)
- Handling of following instruments :
 - IR Spectrophotometer (Make: Perkin Elmer; Software: Spectrum two)
 - Sieve analyzer (Make: Hosokawa)
 - Tapped density Apparatus (USP II Method)
 - Autotitrator (Make: Metrohm, Software: Tiamo 2.5)
 - Karl Fischer (Make: Metrohm, Software: Tiamo 2.5)

2. Unique Chemicals (A unit of J B Pharmaceuticals and chemicals)

- Preparation of Laboratory Reagents
- Preparation and standardization of Volumetric Solutions
- Chemical and Instrumental Analysis of Finished products.
- Wet Chemical Analysis such as LOD, Sulphated Ash, pH, Heavy metal, Chloride, Sulphate, Solubility etc.
- TLC
- Handling of following instruments
 - IR Spectrophotometer (Make: IRAffinity 1S and IRSpirit, Software: LabSolutions)
 - UV Spectrophotometer (Make: Shimadzu, Software: LabSolutios)
 - Alpine Airjet Sieve analyzer (Make: Hosokawa 21CFR Compliance)
 - Tapped density Apparatus (USP II Method)
 - Autotitrator (Make: Metrohm, Software: Tiamo 3.0)
 - Karl Fischer (Make: Metrohm, Software: Tiamo 3.0)
 - Malvern Mastersizer 3000
 - Melting Range Apparatus (Make: Lab India)
- Monthly Calibration of IR Spectrophotometer, Autotitrator, Karl Fischer and Melting Range Apparatus
- Half Yearly Calibration of Autotitrator and Karl Fischer.
- Quarterly Calibration of UV Spectrophotometer.
- Daily, Monthly and Half Yearly Calibration of Analytical Balance.
- Control Sample management
- Tiamo 3.0 software validation
- Melting range apparatus (make: Veego 21CFR complianced) OQ/PQ

3. Zentiva Private limited (Formerly known as Sanofi India Ltd.)

- Preparation of Laboratory Reagents
- Preparation and standardization of Volumetric Solutions
- Chemical and Instrumental Analysis of API and excipients.
- Wet Chemical Analysis such as LOD, Sulphated Ash, pH, Heavy metal, Chloride, Sulphate, Solubility etc.
- TLC
- Review and maintenance of chemical stock.
- Handling of following instruments
 - UV Spectrophotometer (Make: Shimadzu, Software: LabSolutios 1.88)
 - Polarimeter (Make: Jasco 2000, Software: Spectra manager)
 - Autotitrator (Make: Metrohm, Software: Tiamo 3.0)
 - Karl Fischer (Make: Metrohm, Software: Tiamo 3.0)
 - Melting Range Apparatus (Make: Lab India)
- Monthly Calibration of Karl Fischer and Melting Range Apparatus
- Quarterly Calibration of Polarimeter.
- Quarterly Calibration of UV Spectrophotometer.
- Daily and Half Yearly Calibration of Analytical Balance.

Additional knowledge:

Basic knowledge about Working principles and instrumentation of GC and HPLC.

Audits faced:

WHO

Russia

ENVIZA

Software used:

- Caliber LIMS 3.2.1
- Labware LIMS

I hereby confirmed that all the above mentioned information is true to my knowledge and belief.

Date :

Yours Faithfully
Rashmi S. Dodia