

**Name: Mitesh M Patel**

**Contact Number:** 7016113234, 9979856248

**Email Id:** hetmiteshpatel@gmail.com

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❖ **OBJECTIVE**

I am looking forward for a creative work environment that can offer me a wide prospect of learning, an exposure towards new technologies and a pragmatic approach for accepting bigger challenges in my corporate excellence which will help me to achieve my career goals objectives. Work in an innovative and challenging environment to dedicate myself for the work undertaken and utilize my efficiency at the best to fulfill the organization's requirement and devote to the organization.

❖ **SUMMARY:**

Sincere and self motivated API production and documentation Asst. Manager with more than 15 years successful experience in industry with expertise in Production QMS, SOPs, Qualification and Document review with highly dedicated towards quality and project and equipment commissioning and erection working experience.

❖ **KEY STRENGTHS:**

- Responsible for activities like supervision and distribution of manpower for production, maintenance and facing / achieving target.
- Responsible for qualification related activities like prepare and review of IQ, OQ and PQ protocol and report.
- Organizing the repair and routine maintenance of production equipment.
- Streamlining the system and procedures for effective inventory control for ensuring ready availability of materials to meet the production targets.
- Steering of in-process checking on various intermediate stages.
- Documenting online Master batch records and other related documents for its completion of various intermediate and final stages.
- Assessing Raw material, packing material, cleaning material and checking its quantity.
- Responsible for handling of High potent drug in Oncology area.
- Hands of experience like, Glass lined and SS reactors, Dryers (ATD, VTD, FBD, ANFD etc.), small scale Glass assemblies, Filtration equipment (Nutsche filter, Pressure Nutsche filter, Buchner funnel and filtration flask, Centrifuge etc.), Rota evaporator, Blender, RCVD, Isolator, Powder processing area equipment like Multimill, Sifter Jet mill etc.
- Responsible for preparation of SOPs, MBRs and ECRs.
- Reviewing of filled MBRs and ECRs.
- Responsible for initiating, investigating and closing of Deviation.
- Responsible for initiating, evaluating and closing of change control.
- Responsible for investigation of Out of Specification (OOS), Out of Trend (OOT) and implementing CAPA.
- Responsible for reviewing of Process and cleaning validation protocols and reports.

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- Responsible for preparation of training documents like employee history card, yearly training planner and TNI.
  - Responsible for giving on job training and training based on TNI (Training Need Identification) and also imparting training programs.
  - Responsible for preparation of Equipment qualification protocols and reports.
  - Responsible for giving response of customer audit compliance.
  - Responsible for preparation of sterile area related documents like SOPs, MBR, Protocols and initiation of QMS during routine manufacturing activities of Sterile drug.
  - Project and Equipment commissioning and erection work

❖ **PROFESSIONAL EXPERIENCE:**

<b>COMPANY NAME</b>	<b>DESIGNATION</b>	<b>Years of Experience</b>
Cadila Healthcare Ltd	Officer Production	3 Years
Sterling Biotech Ltd. Jambusar, Padra, Vadodara	T.A Production	2.7 Years
Apicore Pharma Pvt. Ltd, Padra, Vadodara	Asst. Manager	9.3 Years
Kalintis healthcare Pvt. Ltd, Padra, Vadodara	Asst. Manager	1.1 Year
Accent Biosciences Pvt. Ltd, Saykha, Bharuch	Asst. Manager	From May-2023 to April-2024
Tivan sciences Pvt. Ltd, Rajkot	Manager	From April-2024 to till continue

❖ **EDUCATIONAL BACKGROUND:**

<b>Degree</b>	<b>Specialization</b>	<b>University</b>	<b>Year</b>
B.Sc.	Organic Chemistry	J.P. Arts and Since college, Bharuch (South Gujarat university)	2006

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❖ **PERSONAL DETAIL**

Marital Status : Married  
Wife Name : Shweta Patel  
Child : Het Patel [Boy]  
Address : D-36, Anandbaug Tenament, Near Subodh nagar Society,  
Manjalpur 390011, Vadodara, Gujarat  
Languages Known : English, Hindi & Gujarati.  
Date of Birth : 22<sup>nd</sup> April 1983

❖ **DECLARATION:**

I hereby declare that the above mentioned information is true and to the best of my knowledge.

**(MITESH M. PATEL)**