RESUME



**Pritika**

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**OBJECTIVE**: I need to work in an organization where I can utilize my knowledge and skill towards the success of that organization as well as to develop my skills and capability.

**Career Summary:** 5-year experience in different Field.

* Worked 1.5 years as a project coordinator from September 2013 to December 2014.

**Key Responsibilities:**

* Facilitates meetings with clients to gather and document requirements and explore potential solutions.
* Arranging and coordinating meetings with clients and Projects team to review the overall progress in the project.
* Ensuring issues are identified, tracked, reported on and resolved in a timely manner.
* Responsible for preparing progress report of the project.
* Prepare and update work order monitoring sheet to ensure that all work order and projects meet the due dates.
* Worked 3.5 years in from July 2015 to December 2018 as Lab assistant for Environmental and Testing Services.

# Key Responsibilities:

* To ensure that quality reports are released with a good turnaround time
* Report compilation/Generation.
* Water analysis
* Indoor air monitoring data report submission
* Air quality report submission

# TESTING PERFORMED FOR WATER

* + pH, Conductivity
  + Turbidity
  + Iron Analysis
  + Chloride Analysis
  + Ammonia Test
  + Silica
  + Sulphate Analysis
  + Phosphate
  + Also other basic parameter performed for Waste Water like TDS, Oil and Grease.

# Summary of Qualification:

Microscopy, bacterial staining, enumeration and identification of bacteria, counting techniques, sterile technique, media and buffer preparation.

DNA, RNA, and protein extraction, agarose and polyacrylamide gel electrophoresis, protein purification techniques.

Distillation, filtration, titration, and food analysis techniques such as protein, carbohydrate, acidity, humidity.

# TRAINING /PROJECT WORK:

* One Year Research Program on “Bioremediation of Petroleum Hydrocarbon by Using *Pseudomonas Speci*es from Petroleum Contaminated Soil” (2013).

# INSTRUMENT USE DURING PROJECT

* Laminar Flow Cabinet
* Autoclave
* Ph meter
* Centrifuge
* Incubator
* Microscope
* Hot plate
* Shaking Water Bath
* Colony Counter
* Spectrophotometer
* Completed one Month Training at Biotech. Fermenta on Equipment and Services on Upstream and Downstream processing of Fermentation.

# Research Paper Published

* Bioremediation of Petroleum Hydrocarbon by using *Pseudomonas species* isolated Petroleum contaminated soil. Orient J Chem. 2014:30(4).

**ACADEMIC QUALIFICATION**:

* Completed **M.Sc. (Hons.) in Microbiology** from Lovely Professional University, Punjab 2013 with 1st Division.
* Passed **B.Sc. (Hons.) in Microbiology** from Himachal Pradesh University in 2011 with 1st Division.
* Passed Intermediate with 2nd Division.
* Passed Matriculation from H.P.B.S.E with 2nd division.

# Skills and Strength:

* Have expertise and experience in all latest tools and techniques of laboratory.
* In depth subject knowledge.
* Can work under high pressure environment with efficiency.
* Have diversified professional industrial experience in the field of environment.
* Ability to make people understand and convince them.
* Ability to work in team as well as individual.
* Confident, Hardworking, keen to learn and effective Communication skills.

# COMPUTER KNOWLEDGE:

* Ms Office including Word, Excel & PowerPoint.
* Operating Systems – Microsoft Windows 7, 10

# PERSONAL DETAILS:

**Date of birth: -** 20 July 1988 **Gender: -** Female **Blood group: -** A (+ve) **Marital status: -** Unmarried **Nationality:** - Indian

**Religion : -** Budhisht

**Language known: -** Hindi and English

# DECLARIATION:

I hereby declare that all the information furnished above are true and correct to the best of my knowledge and belief.

# (Pritika)