***Curriculum Vitae***

**ASHA**

Dubai Silicon Oasis, Intercontinental Staff Accommodation, Dubai, U.A.E

**Email:** [**asha.299573@2freemail.com**](mailto:asha.299573@2freemail.com)

***Career Objective: -***

**I am looking forward for a challenging career opportunity where my related experiences can be utilized, applied and be part of progressive and highly dynamic organization and be able to share my skills and abilities in promoting excellence and quality service with said company**.

***Educational Qualification: -***

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| --- | --- | --- | --- | --- | --- |
| **COURSE** | **INSTITUTION** | **UNIVERSITY/BOARD** | **YEAR OF PASSING** | | **MARK OBTAINED IN PERCENTAGE** |
| Msc Chemistry | Sree KeralaVarma College | University Of Calicut | 2013 | | 76% |
| Bsc Chemistry | Vimala College | University Of Calicut | 2011 | | 84% |
| Plus two | St. Antony’s  HSS Pudukkad | Higher Secondary Board of  Examination | 2008 | | 84% |
| SSLC | Deepthi H S Thalore | Kerala Board of Examination | 2006 | | 88% |
|  | Working experience | | | |

* **Presently working as CHEMIST at STANDARD ORGANIC FERTILIZERS from 13th june 2015**
* **Worked as Guest Lecturer in the department of chemistry From 01-10-2014 to 31-03-2015 at VIMALA COLLEGE, THRISSUR, KERALA, INDIA.**

**Roles And Responsibilities Of My Present Job**

**1.Perform chemical, volumetric analyses.**

**2. Utilize a wide variety of laboratory equipment including an atomic absorption spectrometer, graphite furnace, gas chromatograph, mercury analyzer, total organic carbon analyzer, and UV spectrometer to test for heavy metals including mercury and carcinogenic organic compounds.**

**3. Monitor and review the results of the quality assurance/control program; analyze laboratory data and recommend treatment modifications; present data analysis in tabular and graphical forms.**

**4. Maintain accurate and thorough records of laboratory procedures and results; ensure compliance with government regulations; prepare analytical work sheets and reports.**

**5. Respond to citizen inquiries and complaints; interview customers, collect samples, and report findings.**

**6. Oversee and participate in the preparation of chemical reagents.**

**7. Perform the most complex and difficult laboratory analysis; develop new methods and techniques of analysis.**

**8. Perform required fields of testing as listed in the “List of Approved Fields of Testing and Analytes” included in the Laboratory certification provided by Environmental Laboratory of Accreditation Program Department of Health Services.**

**9. Assess laboratory equipment needs and train laboratory personnel in new equipment operation.**

**10. Assist the Laboratory Supervisor in coordinating the activities and operations of the laboratory and overseeing lower level staff.**

**11. Collect samples from the wastewater treatment plant, collection system and receiving waters.**

**12. Troubleshoot, clean and maintain laboratory equipment and supplies.**

**13. Monitor laboratory supply levels.**

***Achievements:-***

* **Participation in National Seminar sponsored by NAAC organized by IQAC, Vimala College on the topic “Inculcation of Research Culture for Quality Enhancement.”**
* **Participation in UGC sponsored National Seminar on “Nano Science and Programming in Chemistry” organized by Research and Postgraduate Department of Chemistry, ST. Thomas College Thrissur.**

***Personal Skills:-***

* **Self-motivated & capable to mix easily with different situation**
* **Perform assigned task with grant responsibility**
* **Sincere and result oriented**
* **Self-starter, sincere & committed person**
* **Systematic, Focused, Dedicated & disciplined**

***Languages Known:-***

* **English, Hindi and Malayalam**.

***Personal Details:-***

**Date of Birth : 14/02/1991**

**AGE : 25**

**Nationality : Indian**

**Gender : Female**

**Marital Status : Married**

***Declaration:-***

**I hereby state that the above mentioned**

**information is true to the best of my knowledge submit my resume for your kind observation and favorable order. Hope my skills are sufficient for your requirement**