

COVER LETTER

Dupati Narayana Raju,
S/o D. Pullam Raju,
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Hyderabad,
Telangana, 500053.

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To

Respected sir,

Sub: - Application for a suitable post in your esteemed organization

I take this opportunity to introduce myself as DUPATI NARAYANA RAJU,
Master of Pharmacy in Pharmacology branch.

I hereby am enclosing my CV for your kind consideration & favor. Looking forward to
being a part of your organization.

Thanking you sir,

Yours's sincerely

Dupati Narayana Raju

CURRICULUM VITAE

DUPATI NARAYANA RAJU
narayanaraju9118@gmail.com
Mobile: +918919539554

PHARMACIST REGISTRATION NO:
107566/A1

OBJECTIVE:

To pursue a challenging career that will allow me to implement the knowledge. That I have gained through my studies, explore the opportunities available and grow both personally, and professionally.

PROFESSIONAL EXPERIENCE:

○ Currently Working as a Clinical Operations Associate at WorldCare Clinical Pvt Ltd.

‡ Responsibilities Overseen:

- ✦ Provide administrative support to project teams.
- ✦ Assist project teams with clinical trial tasks as required including, but not limited to, site qualification, image quality control, and query follow up.
- ✦ Maintain eTMF, TMF and ensure project documents are complete, current, and stored appropriately
- ✦ Consistently performs duties within established Standard Operating Procedures, Work Instructions and Study Specific Procedures in accordance with Good Clinical Practices.
- ✦ Assist project teams in maintaining trial tracking database and project files.
- ✦ Perform established processing techniques across multiple imaging modalities using proprietary and third-party package software.
- ✦ Assist in the training of Investigator Site personnel with image acquisition and/or transfer.
- ✦ Report accurate information in a timely manner to incoming requests from CROs and/or Trial Sponsors.
- ✦ Perform Event Adjudication Committee activities like SAE and AE listings for Identifying Potential Events of Interest.
- ✦ Perform established processing techniques for adjudication package creation using proprietary and third-party package software and complete, Query generation for required documents, Binding process, Document translation and Quality control activities.

○ Clinical Project Coordinator at Imaging Endpoints Pvt Ltd. From Jun-2020 to Apr-2021

‡ Responsibilities Overseen:

- ✦ The primary responsibility is to work with the Operations staff in coordinating Clinical project activities.
- ✦ Assist with project start-up activities and throughout the life cycle of the project
- ✦ Schedule and coordinate site trainings and assist in site qualification process
- ✦ Ensure timely updates to project tracker

- ✦ Execute test scripts for study related UATs
- ✦ Perform clinical data entry and verification tasks as needed
- ✦ Maintain eTMF, TMF and ensure project documents are complete, current, and stored appropriately
- ✦ Report on project status to client and management; generate weekly status, site, and enrolment reports
- ✦ Schedule project meetings, generate agendas and document meeting minutes

○ **Research Associate at GVK Bio Sciences from Apr-2018 to May-2020.**

✦ **Responsibilities Overseen:**

- ✦ Ability to do all ADME Assays Like Physiochemical (LOG D, LOG P, Kinetic, Thermodynamic, Pion solubilities), PKa, PAMPA, Skin PAMPA, FASSGF, FASSIF, FESSIF Studies, Stability studies like Metabolic Stability, Plasma Stability, Buffer Stability, Protein binding (UC, HT Dialysis, Red Inserts methods) as per timelines with Accurate reports.
- ✦ Instruments Overseen: HPLC, UV Spectrophotometer.

○ **QC Documentation (LIMS) at Caliber Technologies Pvt Ltd from Jan-2017 to March-2018** ✦

Responsibilities Overseen:

- ✦ To work diligently and comply with quality of work and timelines.
- ✦ To bring to the notice of immediate controlling officers or any other higher management team members about any deviations noticed by them at the earliest.
- ✦ To refresh and update with the latest changes in work and in compliance with client requirements

STRENGTHS:

- Proficiency in MS Office and internet applications
- Service oriented approach, flexible and initiative-taking toward adapting to client needs
- Ability to manage project activities with diverse groups and individuals
- Have superior diligence and excellent oral and written communication skills and ability to excel in a team environment
- Have ability to multitask and work to critical timelines and under pressure
- Have strong time management, and organizational skills
- Ability to prioritizing workload to the changing needs of the day-to-day business
- Working precisely and in compliance with all procedures, rules, and regulations
- Initiative-taking and able to grasp new concepts and learn quickly
- Very enthusiastic to work in a team and flexible enough to adapt to different working conditions.

PROJECT SUMMARY:

- **B. PHARMACY:** "A FOCUS ON AZOLE ANTIFUNGALS AND ITS MOLECULAR TARGET, LANOSTEROL 14 α - DEMETHYLASE".
- **M.PHARMACY:** "PRECLINICAL INVIVO MODEL FOR DETECTION OF ORAL SUB MUCOUS FIBROSIS"

TECHNICAL SKILLS:

- Ability to manage HPLC, UV Spectrophotometer, LC/MS.
- Good exposure on LIMS Documentation and Clinical Trail Management.
- Good exposure on Internet browsing, M.S. Office.

ACTIVITIES:

- Participated as a delegate in IPA CONVENTIONS 2009(Bangalore).
- Participated in INDIAN PHARMACEUTICAL CONGRESS-2011(Indore-M. P).

ACADEMIC PROFILE:

Name of the course	Name of the Institute	Year of Passing	% Of marks
M. Pharm (Pharmacology)	Bharat Institute of Technology (HYD)	2012 – 2014	71%
B. Pharmacy	Sasikanth reddy college of pharmacy, Nellore.	2008-12	70%
Intermediate (Bi.P.C) (State Board of A.P)	Kristu jyothi Junior College, Khammam.	2006-08	71.01%
X Standard (SSC) Board of Secondary Education, Hyderabad	Ravindranath Tagore Vidyalayam, Khammam.	2004-05	66.5%

PASSPORT DETAILS:

DATE OF ISSUE: 18/10/2013

DATE OF EXPIRY: 17/10/2023

DECLARATION:

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

Place: Hyderabad

Date:

(D. NARAYANA RAJU)