



Monika Gupta

56/a phase -2 jaggi colony , Ambala city
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Objective

Motivated and detail-oriented M.Sc. Biotechnology graduate with strong academic knowledge and practical laboratory skills. Passionate about research, innovation, and contributing to advancements in the biotechnology industry. Seeking an opportunity to apply technical expertise and grow in a challenging professional environment

Education

- DBRAU** 2024
Master of biotechnology
66%
- DBRAU** 2022
Bachelor of education
70%
- AKTU** 2017
B.Tech biotechnology
67%

Experience

- Axis Bank** April - October
Telecaller executive
B2C telesales
Credit card sales
Relationship management
- Everonlife science** August - April
Technical support executive
Resolving queries of Dealers and Distributor's about the products
Making quotations of the products from Zoho CRM and Innova
Solving queries and E-mails

Projects

- Biotechnology project**
Isolation and partial purification of a Bacteriocin produced by isolated Strain from Milk and Soil.
- Biotechnology project**
E-waste management from plastic waste (Computer)

Training

- VARUN BEVERAGES PVT. Ltd (PEPSICO) at Mathura in Advance biotechnological techniques & Quality Testing done in 45 days which is satisfactorily completed.
- DAWAR FOOTWEAR INDUSTRY at Agra in Inspection and safety PPE kits on safety department done in 30 days which is satisfactorily completed.

Additional Information

Molecular Biology Techniques (PCR, Gel Electrophoresis, DNA/RNA Isolation)

Microbiological Techniques (Media preparation, Culturing, Staining)

Medical billing

Medical coding

MS Office (Word, Excel, PowerPoint)

Zoho CRM software tool

Achievements & Awards

- NSEIT limited is the authorized Testing and Certifications agency on behalf of UIDAI as a EA Supervisor
- Course on computer concepts (CCC) government of India from National Institute of Electronics & information Technology certifications
- Insurance regulatory & development authority of India(IRDAI) from NIELT as a life advisor
- MSME certification in Advanced Ms-excel

Skills

- Problem - solving ability
- Attention to detail
- Advanced Ms-excel
- Time management & organization
- Teamwork & collaboration
- Learning skills

Activities

- Social media managing
- Travelling
- Listening music and dance

Declaration

- I hereby declare that the above mentioned information is true to best of my knowledge and concern. I understood, if any information found false or incorrect, my candidature will be cancelled.

Signature

- Dated- 16 march 2025
Place- Ambala

Monika gupta