

SUBBALAKSHMI G

shubagsl@gmail.com | 953 834 8896 | Bangalore, Karnataka 560062



PROFESSIONAL SUMMARY

- QA/QC, Regulatory Affairs Manager with over 4 years of experience in planning, developing, and implementing documentation in the healthcare sector.
- Innovative Assistant Professor with a proven record of success in implementing technology-based curriculum delivery and assessment tools. Passionate about fostering academic development and success for every student.

SKILLS

Documentation Dossier Preparation

Student Records Management Technology-based Curriculum Student Counselling

Academic Research Student Research Guidance

Academic Research Publication

Teamwork and Collaboration

WORK HISTORY

Assistant Professor, Padmashree Institute of Management & Sciences, Bangalore, KA

Feb 2018 – Present

- Fostered strong rapport with students through class discussions and academic advisement.
- Utilized innovative teaching methods to encourage student learning objectives.
- Adapted teaching methods and class materials to suit student needs.
- Modified the general education curriculum for special-needs students based on various instructional techniques and technologies.
- Documented student attendance and progress against goals.
- Facilitated group sessions and provided one-on-one support.
- NAAC coordinator

Biochemistry Faculty, Medibase Coaching Institute, Bangalore, KA

Mar 2017 - Feb 2018

- Encouraged student learning by using innovative teaching methods.
- Worked with graduate students on classroom material and laboratory practicums.
- Integrated technology into classroom instruction for a well-rounded and modern approach.

Assistant Biochemist, Gunasheela Surgical and Maternity Hospital, Bangalore, KA

Feb 2016 - Nov 2016

- Sampled for blood analysis.
- Performed Hormonal assay using Advia centaur CP.
- Performed Endometrial tissue for TBPCR using Gene Expert Plus.
- Conducted Triple and double marker test using Immulite 1000.
- Performed Viral Screening (HIV, HBSAG & HCV) using ELISA method.

Regulatory Affairs Manager, Bentley Healthcare Pvt Ltd, Bangalore, Karnataka

Oct 2015 - Jan 2016

- Appointed as the main corporate office contact, handling all questions and issues from customers and vendors.
- Ensured that process checks were done properly and at the correct frequency.
- Wrote, edited, and updated project manuals and technical documentation that was used by the QA team.
- Maintained knowledge of regulatory requirements, including accrediting bodies, federal, state, and local requirements, as well as company policies.
- Created and achieved product quality objectives and met product specifications.
- Consistently met deadlines and requirements for all production work orders.
- Collaborated with clients from concept through final delivery of the product or service.
- Responded to customer requests via telephone and email.
- Analyzed departmental documents for appropriate distribution and filing.
- Obtained documents, clearances, certificates, and approvals from local, state, and federal agencies.

QA, Bentley Health Care Pvt Ltd, Bangalore, KA

Feb 2013 - Jan 2014

- Kept up-to-date with changes in regulatory legislation and guidelines and obtained marketing permissions.
- Interpreted regulatory rules or rule changes and ensured that they were communicated through corporate policies and procedures.
- Labelled, stored, and packaged products and wrote comprehensible product information leaflets and labels.
- Analysed product complaints and made recommendations regarding their reportability.
- Accurately recorded and reported test results according to established procedures.

- Documented ISO auditing.
- Maintained knowledge of regulatory requirements, including accrediting bodies, federal, state, and local requirements, as well as company policies.
- Developed and maintained Quality Assurance procedure documentation.
- Assisted customers with prompt and polite support in-person and via telephone.
- Accurately logged all daily shipping and receiving orders

EDUCATION:

- Ph.D. in Biotechnology, PES University, Bengaluru (In Progress)
- Postgraduate Diploma in Clinical Research and Regulatory Affairs, James Lind Institute, Hyderabad (2016)
- Master of Science in Biochemistry, Maharani Laxmi Ammanni College for Women, Bangalore (2011)
- Bachelor of Science in Biochemistry, Genetics, Biotechnology, Shree Bhagwan Mahaveer Jain College, KGF (2009)

CERTIFICATIONS:

- Internal auditing for Food Safety Management System based on ISO 22000:2018, Academy Division of TÜV SÜD South Asia Pvt. Ltd.
- Internal Auditor Program on Hazard Analysis Critical Control Point (HACCP), Academy Division of TÜV SÜD South Asia Pvt. Ltd.
- Certificate course on Intellectual Property Rights and Innovation, 29th April 2020-2nd May 2020
- Certified NSDC-LSSSDC Trainer for the following roles:

Quality Control Biologist

Research Associate-Product Synthesis

Production/Manufacturing Biologist

- Certification course on Recombinant Technology and Genetic Engineering, Shreedhar Bhatt's Lab, Bangalore.

PROJECTS:

Study of Cytopathic Effects of Hydroxyanthraquinone Derivatives on Leukemic Cell Lines, IISC-Bangalore. Conducted a comparative study of the cytopathic effects of derivatives of hydroxy anthraquinone on leukemic cell lines using cell counting assay and graphical tabulation of results.

Guided the following projects:

- Natural Antioxidants to reduce Rancidity of Oil
- Extraction and purification of proteases and lipase from visceral waste of poultry for utilization in biotech industry
- Natural antioxidants to reduce rancidity
- Development of sugar-free jelly and encapsulation of *Swietenia mahagoni* seed granules in sugar-free jelly for diabetes
- Effect of alcoholic fermentation on millets
- Standardization and development of flavored millet cookies
- Curcumin as a bioindicator for identifying food contamination
- Bioplastics from banana peel: Wealth from waste
- Development and standardization of mixed fruit and vegetable jam
- Development and evaluation of Jamun seed and wood apple incorporated nutritious cake
- A comparative study on nutrients, supplements intake, and muscle growth among gym goers
- A comparative study of the relationship between sleep disturbance, stress, and dietary intake in software people
- Comparative phytochemical profiling and antioxidant activity of tissue cultured and normally grown *Centella asiatica*
- Molecular docking of phytochemical compounds against SARS-COV-2 surface glycoprotein and envelope protein
- Molecular docking of phytochemical compounds against SARS-COV-2 surface glycoprotein 2S and Helicase protein
- Ligand receptor binding study of phytochemical compounds with SARS-COV-2 membrane glycoprotein and envelope protein by computational docking

PUBLICATIONS:

Subbalakshmi G, Chaya D, Sushmitha M, Fouzia Bano, Anuradha M, and Preenon Bagchi. Molecular Docking of Phytochemical compounds against Sars-Cov-2 surface glycoprotein and Envelope Protein. International Journal of Public Mental Health

Dhanalakshmi. G, Subbalakshmi. G, December 2020, Comparative study of metabolomic profile changes in poly cystic ovarian syndrome and normal south Indian women International Journal of Research and Analytical Reviews, (IJRAR) Volume 7, Issue 4, 960-966.

DECLARATION

I do hereby declare that the above furnished information is true to the best of my knowledge and belief

Place- Bangalore

yours sincerely

Subbalakshmi G

(Subbalakshmi G)