**CURRICULUM VITAE**

**Name:**Gajjala.Sruthi RatnaHarika.

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**CARRER OBJECTIVE**

I am looking for an organization which provides me the opportunity to improve my skills and knowledge to grow along with the organization objective.

**PROFESSIONAL EXPERIENCE**

I am currently working with Journalsat Omics International as an **Assistant Managing Editor**for Pharmaceutical Regulatory Affairs: Open Access & Journal of Bioequivalence & Bioavailability.

**JOB ROLE:**

* To oversee the peer-review process and performing deadline-driven quality assurance checks on scientific papers by coordinating with literary agents, authors.
* Working with web-based peer review editorial manger system to process the articles, following the policy and procedure and ensuring that quality and timelines by communication with editors and reviewers
* Dealing with the administration of work commissioned to freelance writers, picture researchers, photographers, stylists and illustrators
* Organizing and researching projects to tight deadlines;summarizing written material and Proof reading of the manuscripts
* Using computers for word and pdf processing using R-suite application, desktop publishing and email.
* Dealing with email queries e.g. from Scientists and Professors.
* Filing, photocopying and other routine administrative tasks.

**EDUCATIONAL QUALIFICATIONS**

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| **COURSE** | **BOARD/ UNIVERSITY** | **SCHOOL/ COLLEGE** | **%MARKS/ POINTS** | **YEAR OF PASSING** |
| **M Pharmacy****(Pharmaceutics)** | JNTU | Vishwanadha Institute of Pharmacy | 75% (1st year)Project Submission Pending | 2016(still pursuing) |
| **B Pharmacy** | Andhra University | Andhra University College of Pharmacy | **7.62/10** points | 2014 |
| **Intermediate** | Board of Intermediate Education | Satya junior College | **90.3%** | 2010 |
| **Class X** | S.S.C | Sri Rama Krishna High School | **78.8%** | 2008 |

**ACHIEVEMENTS:**

* Received **Certificates of Merit** from dept. Of Pharmacy, Andhra University.
* Participated in **ICPG-2012** held at Chennai & gave **Paper Presentation** on Nanotechnology in Cancer Detection, Treatment and Prevention.

**EXTRACURRICULAR ACTIVITIES:**

* Participated in **Pharmacy fair** held at Andhra University (2011).
* Participated in International Coastal clean-up day held at R.K beach Visakhapatnam.(2012)
* Got **participation certificate** on **National Service Scheme special camp**programme on the theme of Youth for Emergency Interventions (2011-2012).
* Organized Dept. days 2012-2013 with the help of my Classmates.
* Class Girls Representative in B Pharmacy

**ACADAMIC PROJECT:**

**M Pharma Project Title:“Design and Characterisation of Bi-Layered Controlled Release Tablets of Pioglitazone and Metformin using Natural Gums”**

**B Pharma Project Title:“Microbiological Examination of Water using DifferentSamples”** under Biotechnology division.

**INDUSTRIAL VISITS:**

 Visited **HOSPIRA** and **EISAI** at Pharma city, Visakhapatnam

**PERSONAL STRENGTH:**

* Adaptability.
* Self-motivating.
* Leadership Qualities.

**PERSONAL DETAILS:**

* Husband’s Name: Ch. Kartheek Srinivas.
* Languages known: Telugu, Hindi, English.
* Date of Birth: 24-04-1993.

**DECLARATION:** I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

G.S.R.Harika.