

COVER LETTER

Swapnil Machindra Kale
C2-1204 Kesar Tree Town,
Dehu-Alandi Road, Moshi
Pune 412105
Email: swapnilkale9898@gmail.com
Phone: 9503769898

To,

Dear Sir/Mam,

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

I take this opportunity to introduce myself as **Swapnil Machindra Kale**, Master in Pharmacy.

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

Thanking you.

Swapnil M. Kale

CURRICULUM VITAE

Swapnil Machindra Kale

M.Pharmacy (Pharmaceutics)

Contact no: 9503769898

Email id:swapnilkale9898@gmail.com



CAREER OBJECTIVE:

“To seek a challenging position in a success-oriented company that seeks an ambitious and career conscious person, where acquired skills will be utilized towards continued growth and advancement both professionally and personally”.

PROFESSIONAL QUALIFICATIONS:

Name of the course	Board/University	Year of Passing	Class
M. Pharmacy (Pharmaceutics)	Pune University	2018	First class with A+ grade
B. Pharmacy	Pune University	2016	High. second
D. Pharmacy	MSBTE	2012	First Class
HSC	Pune University	2010	High. second

RESEARCH ACTIVITIES:

- Research work done and Thesis submitted on “Formulation & Evaluation of Extended Release Tablet.” With Final grade “A+”

EXTRACURRICULAR ACTIVITIES:

- Participated in Review MUCOADHESIVE DRUG DELIVERY SYSTEM.
- Participate in STATE LEVEL QUIEZ COMPETITION Cond. by M S B T E.
- Winner in Pune District Inter College Competition in DEBATE & ELOCUTION.

STRENGTHS:

- Eager to take initiatives and responsibilities.
- Hard working, Dedication and stability
- Punctuality, Flexible to work

SKILLS:

- **Instruments:** Horiba Zeta Sizer, LM20 Microfluidizer, Shimadzu UV1800, Karnavati.
- **Qualities:** Leadership, Communication Skill, Team work, Thirst for learning new things.
- **Responsibilities/Portfolio Handled:** Exam In Charge, Extra-curricular In charge.

ORGANIZATIONS:

- **RJSPM's Institute of Pharmacy, Dudulgaon Pune.** Lecturer (Exam In-charge) - Dec 2020 to Present)
- **SGMSPM's Dnyanvilas College of Pharmacy, Dudulgaon, PCMC Pune.** Lecturer (Aug 2018 to Dec 2020)
- **Cipla Ltd.** Verna, Goa. Production Operator (2012-2013)

PREFERRED AREA OF WORK:

- Pre-Clinical and Clinical Research,
- Pharmacovigilance,
- Medical Industry,
- Academic Lectureship.

WORK EXPERIENCE:

- Academics documentation & Portfolio related to the Practical study.
- Administration work with FC center and online admission process.
- Facing approval committees such as EMC and PCI for documentation and report generation.
- Interaction with Management, students, Parents, committee's members regarding problems solving & Understanding the course.
- Attend relevant study & FDP, Seminars with the Pharmacy Professionals.

PERSONAL PROFILE:

- Name : Swapnil M. Kale
- Fathers Name : Mr. Machindra Sakharam Kale
- Date of Birth : 20th March 1992
- Sex : Male.
- Language Proficiency: English, Hindi, Marathi.
- Marital status : Married.
- Hobbies : Visiting New Places & Playing Games.

PERMANENT ADDRESS:

A/p Bori Khurd, Tal Junner
Dist- Pune Pin-412411

DECLARATION:

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

Date: / / 2020

Place:

Swapnil M. Kale