S.BALAJI PERUMAL

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Objective

I yearn at extending my capabilities and services towards betterment of mankind by utilizing my extensive experience.

Experience

1. **Alcon Laboratories (India) Pvt Ltd (**debuted by Manpower India Pvt Ltd.,)
   Department : VisionCare and DEOH
   Duration : From Sep' 13 – Till date
   Designation : Marketing Coordinator

   Roles and Responsibilities:
   - To support for all Marketing related requirements by coordinating with Brand Managers, Marketing Manager and Procurement for the timely approvals and deliveries.

   Accomplishment:
   - Found new vendors to support the Marketing requirements considering minimal cost with quality and timely delivery
   - Supported in Product Launches in India
   - Coordinated, as part of organization committee for National Sales Meetings and Plan Of Action Meetings for almost 6 years.

2. **Alcon Laboratories (India) Pvt Ltd (**deputed by Service Care Pvt Ltd)
   Department : Research and Development
   Duration : From Nov'12 - Sep'13
   Designation : Clinical Trial Administrator

   Roles and Responsibilities:
   - To support the Study Startup documentation and Site Management Documentation for Phase III study at 12 sites across India.
   - To prepare and submit Ethics Committee related documents for the study.
   - To manage and archive the study materials (e-filing) of two Phase-III studies.

- To support the CRA in the Monitoring aspects and archived the Monitoring reports as per Protocol.
- To register the Studies (of 3 studies) on CTRI (Clinical Trial Registry Site) maintained by ICMR (Indian Council for Medical Research).

3. Narayana Nethralaya Super Specialty Eye Hospital, Bangalore
Duration : From June'10 – Nov' 12
Designation : Clinical Research Coordinator

Roles and Responsibilities:
To handle 8 Phase III studies and 2 Phase II studies in NN-I and NN-II as Blinded and Non-Blinded Coordinator.

Accomplishments:
- Gathered experience from more than 40 monitoring visits for different studies.
  Number of studies completed: 5 (all are phase III).
- Actively worked on the below studies:
  1. 3 on Glaucoma
  2. 1 on Vitreo-Retina
- Have experience in Conducting Ethics Committee and preparation of documents and submission of documents for Ethics Committee.

4. Inter-Ed Faculty for Clinical Research Kadavanthra, Kochi, India
Duration : Aug' 08 – Nov' 08
Designation : Clinical Research Associate Trainee

Learnt about Clinical Research and experienced on Monitoring as we did a pilot project in Cochin as a trainee.

Key Responsibilities:
- Monitoring
- Clinical Data management
- To Conduct Ethics Committee and Submissions for Ethics Committee.
- Patient Recruitment and Screening
- Informed Consent Process
- Report Adverse Events/Serious Adverse Events
- Complete CRFs
- Attend Investigator Meetings
- Completion of Source Documents
- Coordinate Monitoring & Audit Visits
- Drug Dispensing & Accountability
- Maintenance of Investigator's Site File

- Negotiation as per the expected Budget by Marketing
- Timely processing of POs and payments
- Event Management and Product Launches
- Budget Maintenance while Clinical Trial and Marketing

Software used during eCRF entry for Clinical Trials

- Datalabs 4.4.0 version
- Medidatarave 5.6.2.81 version
- Oracle RDC Onsite 4.5.3 version

Software's using during Marketing

- R2P SAP for PO processing
- Veeva Vault for Promotional Material approvals
- iFlow for payment processing
- Sharepoint for PO Processing
- Oracle BPM for Event Management approvals
- Docusign for Agreements signature or archival

Academic Profile

Post Graduate Certificate in Clinical Research and Clinical Data Management (2009 Jan-June batch) Under Bioinnovat (Goa University).

M.Sc. in Biotechnology (2005-07 with 65.5%) in Mahendra Arts & Science College, Namakkal D.t, affiliated to Periyar University.

B.Sc. in Biotechnology (2002-05 with 72.5%) in Mahendra Arts & Science College, Namakkal D.t, affiliated to Periyar University.

Higher secondary at Bharathi Vidyalaya Higher Secondary School, Salem with 64% marks (in Physics, Chemistry, Botany, and Zoology).

SSLC at Government Higher Secondary School, Elampillai with 66.8% marks.

Qualification Highlights

- Knowledgeable in many areas of research including, GCP, IRB protocol submissions, on-going regulatory and IRB phases and IND safety reporting.
- Demonstrated competencies in managing clinical trials data, source documents and data collection charts and severe adverse event reporting.
- Proven project management abilities with capacity to design, plan and implement ideas from conception through completion; able to manage multiple responsibilities without compromise to detail or quality.
- Good interpersonal skills; equally comfortable communicating one-on-one or addressing large audiences.
- Through my curriculum, Ihave acquired knowledge on

    - Regulatory Affairs and Ethical Guidelines
    - IPR, Study Site Management
    - Research Methodology
    - Biostatistics and Computer Applications
    - Fast learning of different aspects

Research Projects Undertaken

Program : **Post Graduate certificate in Clinical Research and Clinical Data Management**
Title : General Aspects of Monitoring

Program : **M.Sc. Biotechnology**
Title : Antioxidant properties of Tridax procumbence in glucose induced oxidative stress of Rat primary hepatocytes.

Program : **B.Sc., Biotechnology**
Title : Antifungal activity of various extracts of Vernonia shevaroyensis Gamble & Rhinacanthus nasutus (L) Kurz of South India.

Personal Profile

Date of Birth : 13 January 1985
Sex : Male
Marital Status : Married
Nationality : Indian

Languages proficiency:

English	: To speak, read & write
Tamil	: To speak, read & write
Hindi	: To speak, read & write
Kannada	: To speak & read
Malayalam	: To speak & read
Telugu	: To speak

My Interests

Multi-Tasking, Traveling, Reading Books, Interacting with people, Making Friends, Playing Cricket and Watching TV

Reference

Mr. Jasmin Mehta,
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