**MANHAR KHULLAR**

 **Flat no.2707-b, Sector 70, M.I.G. (SUPER),** 🕽**+91-9780162357**

 **Near British School, Mohali-160071** 🖂 **manharkhullar@gmail.com**

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| **CAREER OBJECTIVE** |

To attain a suitable position in Medical Research and I intend to be a part of an enthusiastic work environment, where I can utilize my skills to build up my career while fulfilling organizational goals. I would like to get elevated in the field assigned, by exploring my skills and working hard as true to my conscience for the upliftment of the organization with which I am associated as well as my personal growth.

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| **ACADEMIC PROFILE** |

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| **LEVEL** | **SCHOOL/COLLEGE** | **BOARD/UNIVERSITY** | **AGGREGATE** |
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| **MSc Clinical Research** | Institute of Clinical Research (ICRI), New Delhi | Galgotias University, Greater Noida | CGPA 9.80 |
| **BDS** | Punjab Govt. Dental College and Hospital, Amritsar | Baba Farid University of Health Sciences, Faridkot | 58.5% |
| **XII** | Gian Jyoti Public School, Mohall | C.B.S. E | 72.6% |
| **X** | St. Anne’s Convent School, Chandigarh | C.B.S. E | 84.4% |

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| **WORK EXPERIENCE** |

 **At Fortis Hospital – Shalimar Bagh, New Delhi-110088**

1. **As Clinical Research Assistant** **(Feb 2019- Present)**
2. Actively part of Study -Effect and safety of Semaglutide 2.4 mg once weekly in subjects with overweight or obesity and type 2 diabetes (Phase 3)
3. A Prospective, Multicenter, Cohort Study Assessing the Safety and Efficacy of the ANTHEM™ CR Total Knee System in Patients following a Total Knee Arthroplasty (Device)
4. A Multicentre, Observational Registry to Study the Safety and Efficacy of Biosimilar Trastuzumab Intravenous Infusion in Patients with Early Breast Cancer (Observational)
5. Safety and Efficacy Evaluation of Hairstetics' Hair Implant in Subjects Affected with Hair Loss - A Clinical Study (Phase 2 device – HET 3)
6. Prospective Safety and Efficacy Evaluation of Hairstetics™ Anchoring System for Hair Extensions in Female Pattern Hair Loss (Phase 2 device- HET 11)
7. ARISE: A multi-centre prospective non-interventional study investigating the clinical effectiveness of Ryzodeg® (Insulin Degludec/Insulin Aspart) in patients with type 2 diabetes mellitus in a real-world setting (Non-interventional)
8. A 26-week, Randomized, Open-label, and Parallel-group Comparison of SAR341402 Mix 70/30 to Novo Mix® 30 in Adult Patients with Diabetes Mellitus using Pre-mix Insulin Analogues.” (Phase 3)
9. A Prospective Double-Blind, Randomized Pivotal Study of Two Doses of PXL01, Diluent (Sodium Hyaluronate) and Placebo in Flexor Tendon Surgery (Phase 3)
10. “A Randomized, Phase 3, Open-label Trial Comparing the Effect of Tirzepatide Once Weekly Versus Titrated Insulin Glargine on Glycaemic Control in Patients with Type 2 Diabetes on Metformin with or without a Sulfonylurea (SURPASS-AP-Combo)”

**My Roles and Responsibilities**

* To assist with variety of research projects (Clinical Trials, DNB research and any other study or observational research going in hospital)
* Implement protocol guided care in research setting like observe patient conditions, record clinical observations, adverse events and reports to PI)
* To work with clinical trial protocols and to ICH/GCP standards
* Sometimes working without supervision in some areas, example: dealing with telephone and personal enquires from staff, patients and their guardians, answering queries where possible and ensuring appropriate personnel informed for further action to be taken.
* Completion of all documents like source notes, EDC, paper CRFs
* Work closely with clinical investigators and other members of research teams to maintain holistic support for all clinical trial participants, thus facilitating a high-quality research service.
* Identify eligible patients for recruitment to research from hospital notes and outpatient clinics etc
* Responsible for the preparation and forwarding of correctly and appropriately labelled samples to central laboratories following mandatory packaging safety requirements
* Responsible for tracking of laboratory results and their documentation in source notes
* Responsible for facilitating of pharmaceutical company monitoring of the clinical trials being undertaken. Ensuring that visits are coordinated with other clinical research staff
* Responsibility for the maintaining and the maintenance of clinical stock levels and ensuring effective and economic use of resources
* Prepare and maintain research and department equipment directed
* Also doing feasibility studies of various protocols
* Raising Invoices of above-mentioned studies and reporting SAE to Head of Institution, Chairperson of EC, Sponsor and DCGI within timeframe
1. **As Ethics Committee Secretariat (My Roles and Responsibilities) (Feb 2019- Present)**
2. Organization of an effective and efficient tracking procedure for each proposal received
3. Preparation, maintenance and distribution of study files
4. Preparation of the agenda and the minutes of meeting
5. Communication with EC members and Investigators/Applicants
6. Arrangement of trainings/workshops for personnel and IEC members
7. Receipt of EC processing fees
8. Organizing the preparation, review, revision and distribution of SOPs
9. Providing the necessary administrative support for EC related activities to the Committee
10. Providing updates on the relevant and contemporary issues related to ethics in health research, as well as relevant contemporary literature to the committee members
11. Assisting Member Secretary in performing her duties
12. Making pre-arrangements of EC meetings
13. Preparing accreditations audits and maintain reports
14. Participation in the development and maintain the financial audit reports
15. Applied for EC NABH Accreditation and helped in revising and addition of new SOPs

Performed dental skills, worked with three different dentists and managed patients for a total duration of **1 year** in fragments of time. **(Between Apr 2014 – Mar 2016)**

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| **INTERNSHIP & TRAINING** |

1. Did **2 months** summer internship at **Medanta Institute of Education and Research – Medicity, Gurugram)** as a **Clinical Research and Heart Transplant Coordinator. (28 May 2018 - 28 July 2018)**. Performed and assisted my mentor in all the required activities from Site feasibility, Budget making, EC submission to Enrolling patients, Informed consenting, screening, Randomisation visits, SAE and SUSAR reporting, Data Entry, Maintaining Logs, Source documents and Trial Master File. Also did IP handling, dispensing, accountability, reviewing concomitant medications, doing presentations and conducting national and international meetings, Medical Screening, taking Lab samples, Took part in Audit of a trial, Phase 3 multi centric randomized double-blind placebo-controlled drug study. Also was part of medical device study.
2. Assisted my Mentor and worked in a team with senior doctors in all the procedures before harvesting the heart as in Heart transplantation.
3. **Did Paid 1 Year Compulsory Internship in all Dental Departments at Punjab Gov. Dental College and Hospital (Jan 2013 - Jan 2014)**

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| **PRESENTATIONS ( PAPERS& POSTERS )** |

1. Obstructive Sleep Apnoea – Prevalence & Risk Factors at National Symposium on Research Methodology, **Jamia Hamdard University (7 Mar 2018)**
2. A skit on **Informed Consent** and Presentation on **SUGAM –an e portal of CDSCO (16-17 Nov 2017)**
3. Also did many Paper and Poster presentations in field of **Dentistry thus boosting my self-confidence and enhancing my communication skills.**

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| **PUBLICATIONS** |

**Obstructive Sleep Apnoea – Prevalence and Diagnosis – Review Article with Dr. Fahad Ahmed and Dr. Pallavi Gupta in Journal of Dentofacial Sciences, 2015**

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| **PROJECTS & ASSIGNMENTS** |

1. Worked on the project entitled **“Basic SAS procedures and Report Generation “using SAS technology** with team under guidance of project manager **Mr. Rahul (15th June 2018 to 30 July 2018)**
2. **Completed class assignments on Clinical Research on time as allocated by teachers**

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| **CONFERENCES & CE PROGRAMS** |

1. Attended National conference on Pharmacovigilance, Pharmacoeconomics and Outcomes Research by DIPSAR, New Delhi. **(Oct 9-10,2018)**
2. **National Institute of Drug Abuse (NIDA, NIH, DHHS), 6-hour GCP online training (5 Jan 2018)**
3. Attended 2013 **AMERICAN DENTAL ASSOCIATION** (ADA)Annual Session at **NEW ORLEANS, USA** updating myself of the latest innovations, dental material and techniques used in the field of dentistry. **(Oct31-Nov 3,2013)**
4. Also attended many Punjab state dental conferences regarding aesthetics and cosmetics.

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| **VOLUNTEER ACTIVITIES** |

Planned, organized a tour with my Mentor, interacted with respected staff, setting up agenda with my co team members at various Schools and Army Camps for checking teeth thus promoting good oral hygiene practices.

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| **WORKSHOPS& INDUSTRIAL VISITS** |

1. Annual Biostatistics Workshop with Hands on **SPSS** software conducted by **MIER, Medanta(7 Apr 2018)**
2. **ICH GCP (R2) –**A Responsible Approach organised by **Medanta (MIER) & IQVIA (23 Mar 2018)**
3. Workshop on **Cloud Computing (Sales force & AWS)** organised by **DUCAT** Institute **(25Feb 2018)**
4. Industrial Visit to Auriga Research Centre, Kirti Nagar New Delhi (**9 Dec 2017)**

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| **TECHNICAL SKILLS** |

1. MS OFFICE
2. MS POWERPOINT
3. MS EXCEL
4. SAS software
5. EDC (Electronic Data Capture)

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| **SKILLS** |

1. Strong planning and team leadership skills
2. Problem solving attitude
3. Good presentation, Writing and communication skill
4. Proficiency at grasping new concept quickly and utilizing it in a productive manner.
5. Learnt Vedic Maths and Simple Maths and Reasoning related to preparation in Banking Sector

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| **ACHIEVEMENTS** |

1. **Topped** in MSc Clinical Research at Galgotias University scoring **CGPA 9.80**
2. **Passed NBDE Part 1** (NATIONAL BOARDS DENTAL EDUCATION, USA) First Attempt
3. Scored 70%tile in NBDE STEP 2, USA (PASS %tile – 75)
4. **Qualified** exam of **NEET-MDS** for master’s Education in Dental Surgery held on **Dec 2016**, in India
5. **Qualified** TOEFEL- IBT, A computer based English Proficiency Exam on Reading, Listening, and Speaking & Writing

**Even have Letter of Recommendations from my Dental Head of Departments**

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| **PERSONAL INFORMATION** |

Name : **MANHAR KHULLAR**

Fathers name : **Ashok Kumar Khullar**

Date of Birth : **28, August 1989.**

Languages Known : **English, Hindi and Punjabi**

Gender : **Male**

Nationality : **Indian**

Religion : **Hindu**

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| **DECLARATION** |

I hereby declare that all details furnished above are true up to the best of my knowledge.

**DATE**:

**PLACE**:

**MANHAR KHULLAR**