**ZAHRA** HUSSAIN MOHSIN **AL LAWATI**

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# Personal Statement

I am a high-honors, chemistry graduate of the Sultan Qaboos University (SQU) with a special interest in analytical chemistry. I have also done research work in genetics and genome biology, as well as vascular biology. I am searching for a job opportunity that will allow me to apply my laboratory skills in the above fields, continue laboratory and bench-side research while affording me further opportunities to progress and acquire new skills.

Also, I have a work experience in Human Resources field. I am a competent and organised individual who is able to work as part of a team and extremely confident communicator capable of handling complex enquiries. I have a positive attitude, superb communications skills, and a keen desire to learn and grow within a firm. Right now I would like to work for a friendly and exciting company that is looking for a HR Assistant who can reflect their values of excellence & quality.

# Education

 **Bachelor of Sciences [B.Sc.] *Sep 2000 to June 2005***

 *College of Sciences – Sultan Qaboos University*

Graduation GPA= 3.05 (Distinction and high honors)

 **Human Resources Certification Programme Practitioner Level 1**

 **(HRCP) Jan 15 2015**

 *Oman Society For Petroleum Services*

# Graduation Thesis

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| **Title:**   | “Sequential injection determination of penicillamine in pharmaceutical preparations using fluorescamine as a fluorogenic label”  |
| **Supervisor:**  | **Dr. Fakhr Eldin Osman Suliman**  |
|  |  | *Associate Professor, Department of Chemistry*  |
|  |  | *College of Science, Sultan Qaboos University.*  |
| **Synopsis:**  |  | A simple, robust and sensitive injection spectrophotometric method for the assay of pencillamine (PA) in pharmaceutical formulations is developed. The method was based on the formation of a highly fluorescent derivative when PA is reacted with fluorescamine (FL) in basic media. The PA-FL is monitored at a maximum wavelength of 495 nm (λex= 345 nm). The optimum conditions for the derivatization were investigated, using these conditions. Linear dynamic range for the determination of PA of 5-80 ppm was obtained with a sampling frequency of 40 h-1 and a relative standard deviation of less than 3.0%. The method was successfully applied to the determination of PA in pharmaceutical formulations.  |

# Undergraduate Experience

* **“Student-Assistant”** in analytical chemistry laboratories.

Responsibilities included organization of laboratory sessions and supervision of junior students, and preparation of materials/solutions for various experiments as required by the chemistry curriculum at the university.

* Enthusiastic member of the “Chemistry Group” in the department of chemistry.

Responsibilities included organization of scientific sessions on regular basis throughout the academic year. This was in addition to organization of social activities within the department of chemistry at the college.

# Postgraduate Experience

1. **Human Resources Assistant Sep 2014**

**Currently Working at Nasma Telecommunications LLC as an HR assistant. My assigned tasks involves:**

1. Joining formalities.
2. Handling Employee Database.
3. Leaves and attendance management.
4. Handling the payroll.
5. Managing advance Salary, Ad Hoc Bonuses, Loans
6. Confirmations, performance appraisals and performance management.
8. Exit-Interviews.
9. Full and Final Settlement.
10. Reviews recruitments and provides oversight of the recruitment process
11- Handling all the queries of the employees. Be it related to Salary, Leaves, Attendance, and Transfer etc.
12- explain the various policies, strategies and benefits to employees.

1. **Research Assistant *Feb 2008 to Jan 2009*** *Genetics and Genome Biology Laboratories*

Hospital for Sick Children – University of Toronto [Toronto, Canada]

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| **Project:**   | “Investigating various strategies for early diagnosis and treatment of genetic defects of guanidinoacetate methyltransferase (GMAT), arginine-glycine amidinotransferase (AGAT) and creatine transporter (CrT1) and its application in newborn screening”.  |
| **Supervisor:**  | **Andreas Schulze. *MD, Ph.D., FRCPC.***  |
|  | *Staff Metabolic Geneticist, Clinical Investigator and Section Head – Genetic and Metabolic Diseases Program.*  |
|  |  *Director – Newborn Screening Program in Clinical and Metabolic Genetics.*  |
|  | *Associate Scientist – Genetics and Genome Biology, The Hospital for Sick Children.*  |
|   | *Associate Professor – Department of Pediatrics – University of Toronto.*  |
| **Synopsis:**   | I was assigned to the genetics and genome  |

biology laboratory under the direct supervision of Dr. Ingo Von Both and Dr. Andreas Schulze At that time, we were working on a project investigating various strategies for early diagnosis and treatment in genetic defects of guanidinoacetate methyltransferase (GMAT), arginine-glycine amidinotransferase (AGAT) and creatine transporter (CrT1) and its application in newborn screening. I was assigned to applications requiring the use of high-performance liquid chromatography (HPLC).

I was gradually assigned tasks of increasing complexity and was able to accomplish them in comprehensive and efficient manner. I was subsequently able to operate independently without supervision. I attained considerable levels of proficiency with HPLC, such that I was considered for a HPLC course in Germany and potentially return to assume independent responsibilities in Dr. Schulze’s laboratory.

1. **Research Assistant *Nov 2012 to Apr 2013***

*Vascular Biology and Interventional Cardiology Laboratories*

St. Michael’s Hospital – University of Toronto [Toronto, Canada]

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| **Project:**   | “Isolation and characterization of peripheral blood progenitor cells”  |
|  **Supervisor:**  |  **Dr. Michael J. B. Kutryk. *MD, Ph.D., FRCPC*** Director of Interventional Cardiology Research – Li-KaShing Knowledge Institute and the Keenan Research center. Staff Interventional Cardiologist – St. Michael’s Hospital – University of Toronto. Assistant Professor – Department of Medicine – University of Toronto.   |
| **Synopsis:**  | I was trained in various cell biology  |

techniques. My responsibilities included the isolation and maintenance of primary cell cultures. During this time, I mastered isolation and quantification of microparticles. My other responsibilities included RNA isolation, reverse transcription, and qRT-PCR. I also prepared cell cultures for cell migration assays and flow cytometric analysis. Part of my work included assisting in the animal research facility where I became familiar with methods of cell therapy in large animal models.

# Personal Skills And Abilities

* Highly motivated and an avid and fast learner.
* Efficient and capable of handling excessive work load.
* Cooperative, organized and self-dependent. Seamless integration in team settings.
* Good experience with scientific research.

# References

# Mr. Sadiq Al Lawati,

 **Deputy Chief Executive Officer**

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# Dr. Michael J. B. Kutryk. *MD, Ph.D., FRCPC*

**Director of Interventional Cardiology Research** – Li-Ka-Shing Knowledge Institute and the Keenan Research center.

**Staff Interventional Cardiologist** – St. Michael’s Hospital – University of Toronto.

 **Assistant Professor** – Department of Medicine – University of

 Toronto.

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# Andreas Schulze. MD, Ph.D., FRCPC

 **Staff Metabolic Geneticist, Clinical Investigator and Section Head** – Genetic and Metabolic Diseases Program.

 **Director** – Newborn Screening Program in Clinical and Metabolic Genetics. **Associate Scientist** – Genetics and Genome Biology, The Hospital for Sick Children.

 **Associate Professor** – Department of Pediatrics – University of Toronto.

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