



# CHETAN GUPTA

Management Supervisor



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## PERSONAL DETAILS

### Visa Status

Visit Visa (16/06/2024)

### Date of Birth

20/10/1998

### Nationality

Indian

## ADDRESS

Near Etisalat Metro Station,

Dubai, UAE

## EDUCATION

### Bachelor of Pharmacy

RGPV University Bhopal

2015 - 2019

## SKILLS

- MS Excel
- MS Word
- SAP Software
- MS Power point
- Good In Team Work
- Customer Relationship
- Goal Oriented
- Intractive
- Team Supervision
- Supply Negotiation
- Strategic planning

## LANGUAGE

- English
- Hindi

## INTERNSHIPS

Zenith Drugs Pvt. Ltd.

Indore, M.P, India.

## PROFILE

Seeking A Challenging And Rewarding Opportunity To Work As A Pharma Professional With An Organization Which Will Help Me In Utilizing My True Potential In The Pharma Field. 2019 B. Pharmacy Graduate, seeking to leverage acquired academic knowledge and work experience to effectively fill an office As a senior Officer. Creative business development Manager with impressive track Record of improving Sales and growing company customer base. Innovative programs management, strategic planning and team leaderships Skills. Loyal employees with Solid Understanding of training And mentoring employees.

## WORK EXPERIENCE

### Rise Pharma Labs, Lucknow

2022 - 2024

Territory Manager

- Building professional working relationships with dermatologists and other specialists.
- Monitor competetion and market activities to identify gaps and opportunities
- Meet monthly sales targets and qualitative objectives set by the Manager
- Establish and maintain strong, trusting relationships with doctors, offering customized solutions to achieve patient satisfaction.

### Cipla Pvt. Ltd. Goa

2019 - 2021

Senior Executive

- Organisation of daily tasks for Formulation team, run meetings and allocate work.
- Ensuring the capacity utilization of all equipment's in Production areas.
- Review of SOP , master documents of production and batch documents.
- Planning day-to-day activities, production schedules, execution & implementation of management plans.
- Execute end-to-end process flow to start with MRP to batch release.
- Preparation of monthly Production Plan.

## SUPERVISOR RESPONSIBILITIES

- Performing all the required tasks which are instructed by the management & client side as well
- Supervise the daily activities of team. Ensure optimal use of manpower and resources including Subcontractors and their staff.
- Ensure that all staff is aware of the need and are trained to use, appropriate protective clothing and equipment and to sign the same out of the equipment register when using it.
- Ensure that all staff are aware that adherence to our Health and Safety policies and practices are essential to this role and the condition of employment.
- Check the project on daily basis and report to the Facility Manager for upcoming issues and ongoing works.
- Preparing the daily, weekly, monthly, & yearly reports as per requirements and also as Facility supervisor.
- Maintenance Oversight
- Budget Management
- Compliance and Safety
- Asset Inventory
- Vendor Coordination
- Cross-Functional Collaboration