**Kavita Saini**

106, Gali No. 8, Mangol Pur Kalan, New Delhi-110085  
(97 11 954 963) ● [kavitasaini0011@gmail.com]

**PROFILE**

A focused and disciplined **Laboratory Technician** with more than 2 years’ lab experience, reflecting:

● Well versed in performing laboratory tests in order to determine reliable results that support medical investigations  
● Hands on experience in coordinating preparation of culture and chemicals for testing purposes  
● In depth knowledge of constructing and maintaining laboratory equipment to execute specialized laboratory tests  
● Proficiency in documenting information derived from diagnostic tests in order to use them as aids for future reference

**EXPERIENCE**

**Laboratory Technician | Arora Diagnostic, Rohini, Delhi| Mar 2015 to Present**

Synopsis of Achievements  
• Implemented a centralized test reporting system that saved both time and resources by letting patients check their reports online

• Manage specimen collection duties  
• Perform laboratory tests using a variety of equipment and reagents  
• Interpret test results and document them appropriately  
• Assist doctors in researching possible cures  
• Prepare specimens and samples  
• Disposing off specimens and samples appropriately  
• Ensure appropriate maintenance of all testing equipment  
• Ensure strict safety and sanitation procedures are carried out

**PAST WORK EXPERIENCE**

Anil Gupta Diagnostic Centre, Adarsh Nagar, Delhi from October 2012 to February 2014

**LICENSURE**

B.Sc. in M.L.T. from Shambhu Dayal Paramedical Institute, Punjab Technical University

**EDUCATION**

Sr. Secondary from Haryana Education Board, 2009

Secondary from Haryana Education Board, 2007

**STRENGHTS and POSITIVE TRAITS**

Hard work

Patience

Punctuality

Confidence

Loyalty

Working as a team as well as individually

**PERSONAL DETAILS**

D.O.B. 01/02/1991

Father’s Name: Sh. Satbir Saini

Preferred Languages: Hindi and English

Marital Status: Married

Punctuality

Date:

Place: (Kavita Saini)