

Geetha Subramaniyam

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Summary of Skills

- **Computers:**
 - Proficient in MS Office (Word, Excel, Outlook, Access and Powerpoint)
 - 3D imaging using Photoshop and Northern Eclipse; analysis using ImageJ
 - Working knowledge of Statview and SPSS statistical analysis software
 - Experienced with Adobe Creative Suite 3, including Photoshop, InDesign and Illustrator
 - Web-page design, HTML, CSS
- **Research:**
 - Literature searches
 - Data management and analysis
 - Writing reports and SOPs
- **Microscopy:**
 - Confocal
 - Light
 - Camera lucida (for Golgi analysis)
- **Laboratory animal handling:**
 - Neurobehavioural testing
 - Rodent husbandry
 - WHIMIS, GLP trained
- **Immunohistochemistry and Histology:**
 - BrdU, NeuN, bFGF, c-fos
 - Protocol development
 - Fixing/sectioning tissue
 - Preparing slides
 - Preparing reagents
- Fast learner, very adaptable
- Familiar with academic, research and healthcare settings
- Superior written and spoken communication skills
- Multi-tasker
- Highly efficient, detail-oriented

Positions Held

Health Policies Researcher ~ Alberta Research Council

Vegreville, Alberta

February 2008 – February 2009

- Developed unique methods for testing and analysing neurobehavioural data
- Performed Literature searches and report writing
- Wrote Standard Operating Procedures for neurobehavioural testing
- Managed record-keeping, documentation and procedures in compliance with Good Laboratory Practice (GLP), CFR, OECD and safety guidelines
- Trained personnel on and carried out neurobehavioural and other procedures on rodents; rodent husbandry
- Trouble-shooting / technical assistance with computer-related problems
- Data management: database upkeep, data entry, preparation for statistical analysis; trained personnel on computer use
- Administrative duties: Forms, labels, filing and formatting

Research Assistant ~ Canadian Centre for Behavioural Neuroscience

Lethbridge, Alberta

2003 – 2006

- Performed technical work in various laboratories investigating neurogenesis, stroke, vision, learning and memory, and drug actions under the supervision of Professors Sutherland, Prusky, Hannesson and Kolb
- Carried out confocal microscopy and 3-D imaging for analysing neurogenesis
- Conducted neurobehavioural testing on rodents
- Carried out histological procedures including fixed, unfixed and frozen sectioning, Golgi staining and analysis
- Fluorescent and non-fluorescent immunohistochemical techniques using BrdU and bFGF
- Assisted in pilot development of protocols for immunological assays
- Involved in experimental design, assisted with animal surgery and other such invasive procedures as intracranial infusions, and subcutaneous and intraperitoneal injections; carried out transcardial perfusions
- Trained students/staff in procedures including sectioning, staining and behavioural testing.

English Tutor

Lethbridge, Alberta

February 2007 – February 2008

- Tutored foreign students (aged 8-14) in English
- Provided clarification of scientific papers and aided with language-related issues for an adult non-native English speaker in a research laboratory setting

Road Crew and Assistant to the Manager ~ Play It Loud Music

British Columbia

August 2007

- Worked with international bands on tour in British Columbia and Alberta
- Responsible for providing all necessary transportation of band members and equipment, arranging accommodation, handling merchandise sales and assisting the manager with paperwork.

Administrative Assistant ~ East Spring Primary School

Singapore

May 2002 - Aug 2002

- Developed and organized a database for new student registration using MS Access
- Data entry, administrative and reception duties including e-mail, written and telephone correspondence, using spreadsheets, visitor assistance and filing
- Directed calls to various departments using multi-line phone system

Education

Bachelor of Science – Neuroscience ~ *University of Lethbridge*

2000 – 2004

- Courses include organic chemistry, clinical neuroscience, immunology, microbiology and molecular genetics
- Extensive research and writing, independent studies

Additional Studies & Experience

Communication Arts - Print Journalism (Fast Track Program) ~ *Lethbridge College*

Alberta

2007

- Coursework included interviewing, reporting, writing for media, media law, editing, photography, campus magazine and newspaper design
- Wrote weekly columns as well as news, sports and feature stories for campus newspaper

Bachelor of Science Biological Sciences Program ~ *University of Lethbridge*

Alberta

2004 – 2006

- Completed three semesters in the Co-operative Education program in a research facility

Registered Nurse Diploma Program ~ *Nanyang Polytechnic*

Singapore

1998 – 1999

- Completed practicums in geriatrics and orthopaedics, and in an outpatient clinic
- Duties included pre- and post-operative procedures, wound care, interviews, vital signs and administering medication
- Familiar with patient care models and nursing theories
- Administrative duties included patient registration and record-keeping