

Curriculum Vitae

Susan Rama

Personal Details

Address: 1 Dyno Ave
Sydney NSW 2000

Phone: Home 02 9251 5166
Mobile 0400 000 000

Email: bananarama@iinet.net.au

Citizenship: Australian

Key Personal Strengths

- Organised
- Attentive to Detail
- Professional
- Reliable
- Keen to learn new skills
- Capacity to multitask effectively

Career Summary

Jan 07 – present	Tyler International	Project Coordinator
Jun 02 – Dec 06	Tambourine Institute	Lab Coordinator
Feb 00 – May 02	Centre for Immunology	Research Assistant
Feb 98 – Feb 00	AMBRI	Research Scientist
Sep 96 – Feb 98	Fort Dodge Animal Health	Research Assistant
Apr 96 – Sep 96	Institute of Respiratory Medicine	Research Assistant

Academic Background

Tertiary Education: Bachelor of Science
James Cook University
Biochemistry, Pharmacology and Physiology Majors
Completed 1995

Employment History

June 2002 – Dec 2006: Lab Co-ordinator & Research Assistant
Macrophage Biology Group
Tambourine Institute

Having initially joined the group as a Research Assistant, my role evolved into a far more administrative position of Lab Co-ordinator. This involved liaising with various research groups throughout the centre (comprising some 60 staff), facilitating meetings, handling OH&S issues and implementing policy, stock management, managing equipment maintenance, negotiation with suppliers, delivery of goods, and establishing & maintaining databases.

As well as business as usual activities, I was also involved in major project works, such as assisting with the design of the new Centre (to be completed in 2008). I have also presented to groups as large as 20.

Feb 2000 – May 2002: Research Assistant
Inflammation Group
Centre for Immunology

Position focussed the generation, expression and purification of both wild-type and mutant forms of CLIC-1 (an ion channel) and MIC-1 (a cytokine). These were then used these for structure/function studies.

Feb 1998 – Feb 2000: Research Scientist
AMBRI Pty Ltd

Position focussed on the fragmentation, purification and characterisation of a range of antibodies for their use in the development of a biosensor.

Sept 1996 – Feb 1998 Research Assistant
Fort Dodge Animal Health (now Wyeth)

Position focussed on screening animal tissue samples with a battery of viral assays to assess the efficacy of a new animal vaccine.

Apr 1996 Sept 1996 Research Assistant
Institute of Respiratory Medicine
University of Sydney

Position centred on the identification and characterisation of allergens.

(More detail on any/all of these roles can be supplied upon request)

Technical Skills

Technology	Skill Rating
MS Word	*****
MS Excel	*****
MS Powerpoint	**
MS Access	*
MS Project	**
CA Clarity (Project Management)	***
IRIS (Timesheeting)	***
Outlook	***
Eudora	**
Lotus Notes	***
Windows XP	**
Mac O/S	**

Technical Training

MS Project	Pollack Training	2008
MS Excel Level 2	Seek Learning	2006
MS Excel Level 3	Seek Learning	2006
MS Word Level 2	Seek Learning	2006

Other Skills

- C Class New South Wales Driver Licence
- Current Senior First Aid certificate

Other Interests

Belly Dancing, Yoga, Travel.

Referees

Available on request