

Dhebi Adam

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EDUCATION & TRAINING

Regulatory Affairs Graduate Certificate | Humber Polytechnic

08/2026

➤ Coursework:

- Management of Regulatory submissions: An in-depth course focused on Health Canada regulations, global regulatory strategies and frameworks, and product management in industries such as pharmaceutical drugs, cosmetics, medical devices, and cannabis.

➤ Projects:

- Preparation of regulatory submissions for pharmaceutical drugs, cosmetics, medical devices, and cannabis products that focused on Health Canada regulations and guidelines
- Reviewed and applied Canadian labelling requirements and Health Canada regulatory expectations for various products such as pharmaceutical drugs, cosmetics, NHPs, medical devices, and cannabis

B.Sc. Hons. Human Kinetics | University of Guelph

06/2021

➤ Managed Guelph's Anatomy lab - used GLP, sanitized and cleaned lab equipment and environment, organized and used various tools, dissected cadavers, and prepared room for overall use.

QUALIFICATIONS & SKILLS

➤ Office Suites/Software: Office 365 (Advanced Excel, Word, etc.), G Suite, Adobe Acrobat/Reader, Express, Canva, Dropbox.

➤ Skills: Organization, Attention-to-detail, Knowledge of Regulatory Submissions & Dossier Preparation, Document Management, Regulatory Compliance & Audit Support

➤ Certifications: First Aid & CPR-C AED, Lab Safety, WHMIS.

EMPLOYMENT HISTORY

Data Annotator | Self-employed

01/2024 - Present

➤ Reviewed and accurately labelled, classified, and annotated large datasets according to established guidelines and quality standards.

➤ Performed detailed data validation and quality checks to identify inconsistencies, errors, and missing information.

Early Childhood Assistant | YMCA

02/2023 - 02/2025

➤ Supported children's learning, development, and daily activities in a safe and inclusive environment.

➤ Assisted with lesson activities, classroom routines, and behavioural guidance.

French Tutor | Tutorax

03/2021 - 02/2023

➤ Provided one-on-one French instruction tailored to students' learning needs and goals.

➤ Developed engaging lessons to improve speaking, reading, writing, and comprehension.

Physiotherapy Assistant | Ortho Care Physio

05/2019 - 09/2019

➤ Assisted physiotherapists with treatment sessions, exercises, and patient mobility activities.

➤ Prepared and maintained treatment equipment and therapy areas.