

BINSU SAIMON

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OBJECTIVE

To obtain a position in a growth oriented Technology asset management firm which can utilize my dynamic and outstanding creative skills to provide highest quality and empowering others to become more effective professionals.

PROFESSIONAL EXPERIENCE

Total 4 years and 3 months of Experience.

- Worked as Contract Analyst and Business Analyst for **Trimedx India Pvt.Ltd** at Narayana Health City, Bangalore from Sep 2012 till July 2014.
- Worked as a biomedical engineer for **Narayana Hrudayalaya Hospital**, Bangalore from April 2011 till Aug 2012.
- Worked as a management representative for **Indo Cable Industries**, Hosur from May 2010 till April 2011.

Contract Analyst (June 2013 – July 2014)

- Served as cost monitoring specialist and developed annual cost monitoring plan.
- Developed, maintained, and continually improved processes and procedures for a records system to document status of all vendor service contracts, hard copy and electronic.
- Coordinate with all levels of management to review vendor service contract options and service delivery.
- Evaluate alternative internal resources and 3rd party vendor contracts to optimize contract expense.
- Review established forward pricing and negotiated rates to detect variances from previously expect trends.
- Responsible for performing initial review of contract request and changes.
- Coordinate with management to gather, analyze, summarize, and prepare recommendations on vendor contract options and service delivery.
- Releasing contract PO to vendor, invoice processing and ensuring on time payments to vendor for uninterrupted service.
- Prepare monthly contract reports.

Business Analyst (Sep 2012 – June 2013)

- Analysed and summarized opportunities for current TriMedx India operations and expansion opportunities: Estimated the financial value that TriMedx brings to its customers.
- Working with sourcing department, helped me analyse parts spend, parts savings, and recommend areas for pricing renegotiation.

- Develop business cases with cost-benefit analyses for various new projects that TriMedx is considering to begin.

Biomedical Engineer (April 2011-Aug 2012)

Responsibilities

- Customer Service
 - Making Rounds
 - Attend Customer Meetings
 - Respond to Customers who have work orders
 - Accurately document work orders
- Technical Ability
 - Time spent on PMs
 - Time spent on Repairs
 - Time spent Training/Supporting others (at other sites and on the phone).

Management Representative (May 2010- April 2011)

- Coordinate with management to gather, analyze, summarize, and prepare documents of all ISO and TS certification.
- Giving on job trainings to employees.

EDUCATIONAL QUALIFICATION

- Completed MBA in Health care and hospital management with grade 6.18 at Anna University (Distance Education) from 2011- 2013.
- Completed B.E Bio-Medical Engineering with 70% from Rajiv Gandhi College of Engineering, Sriperumbudur Chennai, affiliated to the Anna University from 2006 – 2010.
- Completed Higher Secondary Education with 63% from Seventh Day Adventist Matriculation Higher Secondary School, Hosur in the year 2006.
- Completed SSLC with 70% from Seventh Day Adventist Matriculation Higher Secondary School, Hosur, in the year 2004.

PROJECTS

MBA - “A Study on the Concept of Performance Appraisal at Hospitals in Hosur”

- To study the Performance Appraisal Systems of employees.
- To study the employees attitude towards Performance Appraisal System.
- To find out the possible errors and problems in the Performance Appraisal system.
- To evaluate the effectiveness of Performance Appraisal system.
- To suggest some suitable changes in the existing Performance Appraisal Systems.

- To understand the system of H.R. and its content tools of methodology.

Biomedical Engineering-“Transmission of ECG Signal using Zigbee connection”

A portable ECG system linked with patient data base is developed. ECG signals taken from the patient using bipolar lead configuration is given to an ADC and microcontroller. Transmission of ECG signal is done using Zigbee. These signals are stored in patient database created using Visual Basic software. When the patient walk into doctor's room the information is displayed on the computer for doctor's reference according to the patient's ID.

TRAININGS ATTENDED

- 1 week hospital training at Madras Medical Mission Hospital, Chennai.
- 1 Day visit to Sri Ramachandra Medical College, Chennai.
- 1 week placement training in college campus.
- 3 days in-plant training at BSNL, Hosur.

CORE COMPETENCIES AND ACHIEVEMENTS

- Team leader and team player with competent organizational skills and ability to work effectively under pressure and stress.
- Motivated to work efficiently without direct supervision in busy environment and able to manage multiple priorities and projects.
- Articulate, effective communication and interpersonal skills.
- A presentable and reliable professional with a bright and enthusiastic nature; enjoys interacting positively with a wide range of people and establishing relationship based on respect.

PERSONAL DATA

- D.O.B : 25.06.1988
- Nationality : Indian
- Place of Residence :Bangalore
- Marital status :Married

DECLARATION

I hereby declare that all the information mentioned above is complete and correct to the best of my knowledge and belief.

Yours Sincerely,

Binsu Saimon