**JENY JAMES**

**VADAKEKKARA (H)**

**PUTTUMANOOR**

**PUTHENCRUZ P.O**

**ERNAKULAM DIST.**

**EMAIL:** **jennymaryjames@gmail.com**

**Mob: 9946829775, 7406212909**

**CAREER OBJECTIVE**

To excel in a suitable position in which I can apply my academic and professional experience and strive to fulfill the responsibilities assigned to me, providing my talent in this field and uploading the company’s quality standards and procedures.

**PERSONAL STRENGTH**

* Able to work under pressure
* Highly co-operative and Team oriented
* Fast learner with communication skills
* Pleasant mannered presentable

**EDUCATIONAL QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **COURE** | **INSTITUTION** | **UNIVERSITY** | **YEAR OF PASSING** |
| SSLC | Little Flower English Higher Secondary School, Kerala, India. | Board of Kerala Government Exams, India | 2004 |
| Plus Two | Marthoma Higher Secondary School, Kerala, India | Board of Kerala Government Exams, India | 2006 |
| B.Sc Nursing | Fortis College of Nursing | RGUHS, Bangalore, India | 2011 |
| MHA (Master in Hospital Administration ) | College of Hospital Administration, AIHS, Bangalore, Karnataka, India | RGUHS, Bangalore, India | 2015 |

**PROFESSIONAL EXPERIENCE**

|  |  |  |  |
| --- | --- | --- | --- |
| **SN** | **DESIGNATION** | **YEARS** | **INSTITUTION** |
| 1 | Staff Nurse at Dialysis Unit  | 1 year 2 months  | Fortis Hospital, Bannerghatta Road, Bangalore  |
| 2 | Senior Executive, Hospital Operations  | 1 Year  | Narayana Hrudayalaya Hospital, Bangalore  |

**INTERNSHIPS**

1. National Institute of Mental Health and Neuro Sciences (NIMHANS), Bangalore, Karnataka, India
2. Bangalore Baptist Hospital, Bangalore, Karnataka, India
3. Fortis Hospital, Bannerghatta road, Bangalore, Karnataka, India
4. Apollo Hospital, Bannerghatta road, Bangalore, Karnataka, India

**AWARDS**

1. Best academic performer in Under Graduation
2. First Rank holder at Rajiv Gandhi University for Post Graduation
3. Best Outgoing Student in Post Graduation at Acharya College of administration.

**ACHIEVEMENTS**

1. Participant in the CME Infection Control Programmes held at Fortis Hospital, Bannerghatta.
2. Speaker and winner of “GIVING HEALTH A HELPING HAND” held at Fortis hospital, Bannerghatta
3. Participated in National Level conference

Updates and Recent Trends in healthcare:

“Plan, reform, innovative - the future is now”

(held by Father Muller’s Department of Hospital Administration is Collaboration with Academy of Hospital Administration, Noida on 17th and 18th January, 2014 at Father Muller Medical College, Mangalore).

1. One day seminar on “YOUNG PEOPLE NEED TO TAKE A STAND ON AIDS FREE GENERATION” held at Acharya College of Hospital Administration

**PERSONAL DATA**

Date of birth : 09/12/1988

Father’s Name : James Baby

Address : Jeny James

Vadakekkara (H)

Puttumanoor

Puthencruz P.O

Ernakulam Dist.

Contact No : 9946829775, 7406212909

Sex : Female

Nationality : Indian

Languages Known : English, Malayalam, Hindi & Kannada

Computer Skills : MS Office (Word, Excel)

**QUALITIES**

I am self-motivated and I can communicate reasonably well. I have a good level of emotional intelligence to get along with different types of people and colleagues. I believe in sincere and systematic hard work for every piece of work you are responsible for.

**DECLARATION**

I hereby declare that the above statements are correct and true to my best of knowledge.

Place: Yours faithfully

Date:

 **(Jeny James)**