



KEERTHY C S

**Thonikadavil House, Mampara P.O,
Ranni Perunad, Pathanamthitta- 689711**

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CAREER OBJECTIVE

To work with an organization to enhance and utilize my capabilities in the areas which offers challenging, rewarding and diverse opportunities in an optimum manner thereby ensuring organizational as well as Personal growth.

SKILLS

- Ability to form and sustain positive relationships with people.
- Computer literate with good written skills for report and assessment writing.
- Ability to work effectively on own initiative as well as within a team.
- Good Time Management skills and Interpersonal skills
- Confident and friendly manner

WORK HISTORY

- **Public Relation Officer** at Karuna Medical College Hospital, Vilayodi, Chittur, Palakkad. (8th June 2016 – 30th June 2017)
 - ✓ Counsel patients to help them to recover from illness.
 - ✓ Provide patients and families with information on hospital services, procedures and protocols
 - ✓ Respond to patient inquiries regarding physicians and services
 - ✓ Respond to patients' complaints regarding hospital services and ensure that concerns are handled properly
 - ✓ Collaborate with other professionals to evaluate patients medical or physical condition and to assess patient needs.
 - ✓ Coordinating Medical camps in communities

QUALIFICATIONS

- Master of Social Work from De Paul Institute of Science and Technology, Angamaly.(Affiliated to Mahatma Gandhi University,Kearala)
- Diploma in Airport Management from Guiders Academy,Kadavantra,Kochi.(Bharat Sevak Samaj Board New Delhi)
- IATA Foundation in Travel and Tourism from Guiders Academy,Kadavantra,Kochi.(Montreal, Canada)
- B.sc Botany from St. Joseph's College Irinjalakuda,Thrissur.(Affiliated to Calicut University, Kerala)

COMPUTER AWARENESS

- MS Word, MS PowerPoint, MS Excel, Internet, E-Mail, SPSS

EXPOSURE

- Organized International conference on Mental Health
- Organized National Seminar and Social Work Students Meet
- Organized Program for Differently Abled Children
- Co-Ordinated Summer Camp with Malayala Manorama
- One month worked in Psychiatry Setting at St.Ritas Mental Hospital
Thankey,Alappuzha
- One month Worked in Medical setting at Kidwai Memorial Institute of Oncology,
Bangalore
- One month field work experience in Kanjoor Panchayat
- Attended National Conference at Amala Institute of Medical Sciences

PERSONAL DETAILS

Father's Name : Mr. CK SASIDHARAN
Date of Birth : 18th October 1992
Marital Status : Married
Nationality : Indian
Passport No : P5019479
Languages Known : English, Malayalam, Hindi and Tamil

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