



SUJITH KUMAR.K.P

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RESUME

OBJECTIVES

I aspire to build a purposeful career in the field of Health Care with endeavor to contribute towards Fulfillment of organization's goals and objectives consistently enriching both the organization and myself.

EDUCATIONAL QUALIFICATION

- **M.Sc. in Hospital Administration** from Dr. N.G.P Arts & Science College, Coimbatore, Tamilnadu under Bharathiar University.
- **Post-Graduation Diploma in Medical Record** from Dr. N.G.P Arts & Science College, Coimbatore, Tamilnadu under Bharthiar University.
- **Post-Graduation Diploma in Medical Ethics And Medical Terminology** from Dr. N.G.P Arts & Science College, Coimbatore, Tamilnadu under Bharthiar University.
- **BA ENGLISH** from S V P K Arts & science college palemad under Calicut university. (2008-2011)
- Higher secondary From S V H S S Palemad Higher secondary, Under Kerala State Board OF Examination.(2006-2008).
- 10th From GOVT H S S Nilambur High School under Kerala STATE Board OF Examination with(2005-2006).

MAJOR PROJECT

- A study on Out patient satisfaction in **P.V.S HOSPITAL Calicut**

PROJECT PROFILE

- Orientation training report on Kovai Medical Center and Hospital, Coimbatore, Tamil Nadu.
- Clinical orientation training report on Kovai Medical Center and Hospital, Coimbatore, Tamil Nadu.

ACHIEVEMENTS

- Proficiency in Hospital Management from Dr NGP Arts & Science college, Coimbatore.
- Diploma in Medical Ethics and Terminology.
- PG Diploma in Medical records and ICD.
- **Conducted National Level Conference on “Bio medical waste management”** organized by Department of Hospital Administration, DR NGP Arts & Science college.
- **Participated & presented** a paper titled “*New Trends in Health Care*” in the National Conference on “*Recent Advancements in Business Practices*” organized by the *Nehru institute of management studies*, Coimbatore on March 15,2013.
- **Participated** in Dr.Purani Endowment seminar on “*Ethical and legal issues in Healthcare Documentation*” organized by the Department of Hospital Administration, Dr NGP Arts and science college

TRAINING

- 15 days Clinical Internship Program in Kovai Medical Centre and Hospital, Coimbatore, Tamil Nadu.
- 30 days Internship Program in Kovai Medical Centre and Hospital, Coimbatore, Tamil Nadu..
- 3 months training in PVS Hospital, Calicut, Kerala

AREA OF INTEREST

- Quality control
- Public Relation
- Administration
- Operations
- Hospital Marketing
- Human Resource

COMPUTER SKILL

- Windows (operating system)
- Ms- Office (Full package)

LANGUAGE KNOWN

- **SPEAK**
 - English
 - Malayalam
 - Tamil
 - Hindi

EXPERIENCE DETAILS

- One Year experience as Admission Counselor at Al Shifa Hospital, Perinthalamanna from the date 08/05/14 to 14/04/15
- Experience as Assistant Administrator at Alnoor Hospital, Vazhakkad, Calicut from the date 04/05/2015 to 20/10/16
- Now working as Public Relation Officer in Samaritan Heart Institute, Aluva from the date 24/10/2016

PERSONAL PROFILE

Name : Sujith Kumar.K.P
Date of birth : 26/04/1991
Age : 25
Sex : Male
Father's name : Sukumaran.K.P
Mother's name : Ajitha.P.V
Nationality : Indian.
State : Kerala.
Blood Group : O+ve.
Marital Status : Single.

DECLARATION

I hereby declare that the above particulars are true and correct to the best of my knowledge and belief. In the event of any information being falls or in correct my candidature will be liable to be cancelled.

Yours sincerely,
(SUJITH KUMAR.K.P)

Date:
Place