

Name:- Samu Debnath

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CAREER OBJECTIVES

To gain greater insight into the field of Management by way of exposure to real work atmosphere in a well established organization. Also, to seek a challenging career in the field of human resources and to channelize my abilities towards individual, organizational and societal benefits which will add value both to me and to the company.

SUMMARY OF SKILL & EXPERIENCE

- Worked with GPT Group.
- Have experience in IPD Arena and have acquired know-how in the areas like Admission, Discharge, & IP Protocol)
- Be candid and honest, but also have the wisdom to be diplomatic when required
- Highly flexible and adaptable contributor, adept at meeting deadlines
- Skilled leader with the ability to develop teamwork and achieve superior results.

ACADEMIC QUALIFICATIONS

Bachelor in Hospital Management in the year 2011 from West Bengal University Of Technology with 6.8 %.

- Higher Secondary Education from Tripura Board of Secondary Education with 45 %
- Secondary Education from Tripura Board of Secondary Education with 55 %

TRAINING & PROJECT

- Works with Calcutta Medical Research Institute(One Month)
- Works with Desun Hospital & Heart Institute (Three Month)
- Overview in Calcutta Medical Research Institute & Quality & Hospital Service in Desun Hospital & Heart Institute

PRESENT EMPLOYMENT GPT GROUP

Presently working with ILS Hospitals, Agartala. Under GPT Group, as “Team Leader” “From September, 2011” to till date.

WORK & RESPONSIBILITIES

- Assisted in Office Administrative Work
- Handling the queries of the Patient.
- Taking Feedbacks, Analyzing and reporting to the higher Management
- Patients Satisfaction index both IPD and OPD.

- Floor Coordinator & Discharge Dept.
- Emergency Coordinator.
- Meeting People and Communicating
- ECHS Bill Processing via Portal.
- Insurance (TPA) Bill Processing via Portal.

TECHNICAL SKILLS & PROFICIENCY

- One Year Diploma in Computer Application (DCA).
- Typing Knowledge (35 Words Per Second).

LANGUAGES

- Hindi
- English
- Bengali.

INTEREST & ACTIVITIES

- Management Operations.
- Admin.

PERSONAL OVERVIEWS

- Highly motivated & self Driven
- Readiness to face challenges
- Effective Communication Skill
- Strong organizing capabilities & good at people skills
- Decision making abilities & strong believer in work

PERSONAL DETAILS

- Date of Birth : 06.01.1989
- Permanent Address : P/O-College Tilla
Vill:-Shivnagar, Agartala
Tripura (West)
Pin:-799001
- Marital Status : Married.

DECLARATIONS

I strongly believe that determination, declaration and hard work with a clear focus of mind help an individual to achieve his desired goal in life. I love to work in-group and I am looking forward to work in an organization that provides a conducive environment as well as scope for professional and personal growth, wherein knowledge, skill & experience can be honed for mutual betterment.

I hereby declared that all the above information furnished above is true the best of my knowledge and belief.

Date:-_____

Signature: -_____