



**Sebin George**



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Kottackal (H)  
Nellimattom P.O  
Kavalangad  
Ernakulam (Dist.)  
Kerala  
India



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### **Personal Profile**

D.O.B : 29-12-1991  
Age : 26  
Sex : Male  
Marital Status : Single  
Nationality : Indian  
Passport : L1528109

### **Languages**

- + English
- + Hindi
- + Malayalam
- + Tamil

### **Career Objective**

Public Relations Officer with 1 year experience possessing excellent project management leadership and event planning skills with a strong background in consumer public relations. Tech-savvy and confident with extensive experience in client relations. Poised and competent team builder and natural leader who thrives in fast-paced corporate environments.

### **Work Experience (1 Year Experience)**

#### **Samaritan Heart Institute**

##### **Public Relations Officer**

- + Enhance Organization-Client relationship by rendering quality health care service.
- + Channelize the policies and information regarding the services delivered by the organization to public and media.
- + Client advocacy through ensuring free flow of patient care service and client satisfaction.
- + Client need based assessment & response by conducting daily rounds, feed-back forms, life-skill counseling etc.
- + Organize and manage out-reach programs media
- + Provision of client services includes health Insurance, ESI, reimbursement etc.
- + Coordinate front-office operations
- + Utilize social media outlets to increase customer followers by posting relevant messages, interesting product facts, and blurbs about upcoming developments and promotions.

#### **Hospital Safety & Security Manager**

- + Support the development of Occupational Health Safety policies and programs
- + Conduct risk assessment and enforce preventative measures
- + Initiate and organize Occupational Health Safety training of employees and executives
- + Inspect premises and the work of personnel to identify issues or non-conformity (e.g. not using protective equipment)
- + Prepare reports on occurrences and provide statistical information to upper management

## Areas of Interest

- ✚ Public relations
- ✚ Administration
- ✚ Operations
- ✚ Quality control

## Skills

- ✚ Public relations
- ✚ Programme administration & policy development
- ✚ Client needs assessment & response
- ✚ Community out-reach
- ✚ Client advocacy
- ✚ Media advocacy
- ✚ Life-skill counseling

## Reference

Prabhash I.T  
Assist. Administrator  
Samaritan Heart Institute  
Ph. +91 8714291326

## Education

- ✚ **Master of Social Work (MSW)** from De-Paul institute of Science & Technology (2013-2015)

### **Internships:**

#### ***Deepalaya Foundation***

Father And Daughter Alliance (FADA), Sanjay Colony, Okhla  
Phase 2, Delhi

April 6- May 4/ 2015

#### ***Highrange Development Society***

(Location: Mariyapuram, Idukki, Kerala.)

Role: Overall operation of a full service office

November 2 – 28 /2014

#### ***Jeevodhaya Milk Project***

Pareekanni, Kothamangalam

June 1 – June 30/2015

- ✚ **BA in Economics** from Mar Athanasius College, Kothamangalam (2009-2012)

## Declaration

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

Place : Kothamangalam

Faithfully

Date :

Sebin George