

CURRICULUM VITAE

Post Applied For : Hospital Management Trainee.



BRINDA SHIBU

CONTACTS

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PERSONAL DETAILS

Date of Birth: 25th Oct, 1983.

Sex: Female

Nationality: Indian

Marital Status: Married

Passport No: H7085828

EDUCATIONAL QUALIFICATION

- **Master of Business Administration (MBA)** in Hospital Management (PG Programme) University of Madras, (2017-2018)
- **Presently Enrolled in a Certification Course for Health Care Quality Management.** (Medvarsity.)
- **PC BSc Nursing** (2014) Rajiv Gandhi University of Health Science Karnataka (Recognized by Indian Nursing Council.)
- **Diploma in General Nursing & Midwifery** Board of Karnataka Nursing Examination. (Bangalore-2003 – 2006) (Recognized by Indian Nursing Council.)
- ✓ A.I.S.S.C. (+2) Senior School Certificate Examination (C.B.S.E.-2002 - Marks-75.2%)
- ✓ A.I.S.S.E. Secondary School Examination, (C.B.S.E.-2000 – Marks-59.4%)

PROFESSIONAL QUALITIES

- Sincerity, Determination.
- Truthfulness
- Dependable
- Honest and Hardworking
- Enthusiastic, providing expert care to patients, families and community
- Excellent Communication skill.

COMPUTER SKILL

- MS Office
- Internet

CAREER OBJECTIVE

To work with challenging and professional environment, that would allow for the effectively utilization of my wealth of knowledge, to pursue a career in Hospital Management to demonstrate my skills and abilities in an organization that offers security and professional growth, while being resourceful, innovative and flexible. To strive for a challenging job in a progressive organization, where I can contribute and build my professional career along with the growth of organization.

PROFILE

Holder of master's degree of Business Administration in Hospital Management from Madras University through Distance Education, as an additional Qualification to Bachelor's Degree of science in Nursing (Post Basic) and Diploma in General Nursing & Midwifery, with exposure to Gynaecology Department and Intensive Care Unit, with 4.5 years professional experience as a staff nurse in Multi Specialty Hospitals. I have well confidence in managing or coordinating Healthcare services and creating an environment of excellent clinical Quality and patient satisfaction. Possesses strong Leadership qualities, multi-tasking, and communication skills as well as basic Understanding of medical terminology.

AREA OF TRAINING ACQUIRED IN MBA

- Hospital Planning & Designing
- Hospital Core Services
- Health Policy & Health Care System
- Hospital Records Management
- Hospital Support Services

PROJECTS PAPERS

- Industrial Management
- Customer Relationship Management

KEY EXPERIENCE

- **RANNY MARTHOMA MEDICAL MISSION CENTRE.
HOSPITAL AND RESERCH CENTRE. RANNI, KERALA**
(200 bedded Multi Specialty Hospital)

Designation : Staff Nurse

Job Description: During Period worked in ICU.
(Feb 2007 To Nov. 2010)

- **TIRUVALLA MEDICAL MISSION**
(Thiruvalla, Kerala.)

Designation : Staff Nurse

Job Description: During Period worked in Gynecology
Department (Ward).
(Oct 2013 To Oct2014)

- **VIMS SPECIALITY HOSPITALS**
(Marthahalli, Bangalore.)

Designation : Staff Nurse

Job Description: During Period worked in Gynecology
Department (Ward).
(Oct 2014 To July2015)

OVERALL RESPONSIBILITIES HANDLED AS A NURSE

- Maintain vital signs, proper Intake Output Chart, Good Hygiene of ward & patients.
- Assist Doctors during all procedures.
- Participating in service classes.
- Respect Doctors, Head Nurse and all senior staffs as well.
- Maintaining a sterile technique on, before and after each procedure.
- Keeping a close record of the articles in the ICU & Ward.
- Handle all equipment's in the ICU & Ward with care.
- Daily management of the post-operative ward.

EQUIPMNT HANDLED AS A NURSE

- | | |
|-------------------|----------------------|
| • Phototherapy | ECG Machine |
| • Infusion pump | One Touch Glucometer |
| • Incubator | Laryngoscope |
| • Cardiac monitor | Endotracheal tube |
| • Pulse Oximeter | Suction apparatus |
| • BP Apparatus | Thermometer |
| • Oxygen Cylinder | |

NATURE OF DUTIES HANDLED AS A NURSE

- Assessment of the patient on admission.
- Mental preparation of patient and relatives.
- Check the vital signs.
- Prioritize the patients and their problems.
- Check Airway, Breathing and Circulation.
- Assist for intubation.
- Give O₂ therapy for severely serious patient.
- Nebulization of the patient.
- Give intravenous therapy for severely injured patient.
- Experience in wound cleaning and dressing.
- Experience in providing Antenatal care.
- Assessment of Fetal Wellbeing
- Immediate management of APH & PPH patients.
- Preparation of patient for Normal labor & Caesarean section.
- Experiences in management of patients in active Labor.
- Management of patients during puerperium.
- Management of New born babies.
- Care of umbilical cord in new born babies
- Experience in assist suturing and suture removal.
- Management of fever and cough patients.
- Assist Doctors during all procedures.
- Participating in service classes.
- Respect Doctors, Head Nurse and all senior staffs as well.

Declaration

I Hereby Declare that all the above – furnished details are true and correct to the best of my knowledge and belief.

Place:
Date

Signature

