

## **COVER LETTER**

The HR Manager  
Medical Trust Hospital  
Kochi

Sub: Applying for the post of Physician Associate

Dear Sir/Madam

Please accept this letter of application for the post of Physician Assistant in your Hospital. I am interested in joining as your staff and making immediate contributions to your continued growth and success.

I am a fresher, have completed bachelor's degree from Amrita Institute of Medical Science and Research Centre, Kochi, College of Allied health sciences (Amrita Viswa Vidyapeetham University).

I am skilled in history taking, preparing discharge summaries, analysing diagnostic investigations, reviewing patient and attending ward rounds. Furthermore, I have good communication and interpersonal skills in addition to a high attention to details.

I would appreciate your time and consideration in reviewing my credentials. I enclosed my resume. If you wish to contact me prior to that time.

Please call me – 7306145072

By mail – [nehasubin2503@gmail.com](mailto:nehasubin2503@gmail.com)

I am available for a personal interview at your convenience. So please let me know if you wish to further discuss your requirement and my ability to meet them  
Thank you for your time and consideration

Yours sincerely

NEHA BENNY

## CURRICULUM VITAE



### PERSONAL DETAILS:

Name : Neha Benny  
Age : 22years  
DOB : 03-04-1999  
Sex : Female  
Nationality : Indian  
Father : Benny TA  
Mother : Susan Benny  
Marital Status : Married  
Languages Known : English, Malayalam, Hindi, Tamil  
Permanent address : Thottakath House, Sub Janatha Road Cheranellore,P.O,  
Kochi, PIN - 682034

### OBJECTIVES:

Looking for a job opportunity in which it will be possible to maximize professional skills and knowledge in handling a variety of medical cases efficiently, thereby increasing value of firm's reputation.

### EDUCATIONAL QUALIFICATION

YEAR	COURSE	UNIVERSITY/ BOARD	INSTITUTION	SCORE
2021	Bachelors in Physician Assistant (Pediatrics)	Amrita Vishwa Vidyapeetham University	Amrita Institute of Medical Sciences and	58%

			Research Centre Ponekkara	
<b>2017</b>	Class XII	Kerala State Board	Al-Farookhia.H.S.S Cheranellore	89%
<b>2015</b>	Class X	Central Board of secondary education	Amrita Vidyalayam Edappaly	84%

**COURSE UNDERGONE:**

YEAR	THEORY	TRAINING UNDEGONE
1	Anatomy, Physiology, Biochemistry, Pharmacology, Microbiology, Pathology, Computer, English, Quality accreditation and assurance	Nephrology, Gastro intestinal surgery, Endocrinology, Neurology
2	General Medicine, General surgery, Paediatrics, Basics including Neonatology	General Medicine, General surgery, Paediatrics
3	General Paediatrics, Paediatrics Specialities, Preventive Paediatrics	General Paediatrics, Paediatrics Surgery
4	Internship	General Paediatrics, Paediatrics Surgery, Paediatric Cardiology, Paediatrics Gastrology, Paediatric Genetics, ENT, Gynaecology and obstetrics, Infection disease, Physical Medicine.

**CURRENT POSITION:**

Currently completed my 4 year BSc degree course from Amrita Institute of Medical Science and Research Centre, Kochi.

## **SUMMARY OF QUALIFICATION**

- Good communication skills with patients.
- Collecting history taking, preparing discharge summaries, analysing diagnostic investigations and attending ward rounds • OT Assistance
- Preparation of medical certificate and insurance claims for the patients
- Neonatal care in NICU
- Being a part of Infection Disease Department I could attain more information about patients under different departments.

## **STUDIES DONE**

**“ASSES THE KNOWLWDE AND ATTITUDE AND PRACTICES OF ASTHMATIC CHILDREN ABOUT THE ASTHMA CONTROL”**

## **REFERENCES:**

- 1. Dr. C. Jayakumar**  
**Professor and HOD**  
**Dept of General Paediatrics**  
**Amrita Institute of Medical Sciences**
- 2. Dr. Dipu T.S Assistant Professor**  
**Dept of General Medicine**  
**Amrita Institute of Medical Sciences**

## **DECLARATION:**

I hereby declare that the above mentioned details are true my knowledge.

Place: Edappaly

Date: 26.11.2021

Yours sincerely

NEHA BENNY