





CONTACT

 +91 7559049433

 Alummoottil
Ullannoor PO,
Kulanada,
Pathanamthitta,
PIN: 689503

 meenumoni555@gmail.com

PROFILE

Seeking a challenging position in the field of Hospital Administration so as to utilize my skills for organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

EDUCATION

Completed 2 year PG course in Hospital Administration (MHA) from School of Medical Education, Kottayam

EXPERIENCE

Project study conducted on the topic “A Study on Existing Pharmaceutical Inventory Control Techniques and Implementation of ABC-VED Matrix Inventory Classification on Store Keeping Practices in Rajagiri Hospital Aluva, Ernakulam” for 45 working days which was on the basis of my Post Graduation Curriculum.

MEENU MONI

CAREER OBJECTIVES

To utilize my abilities, knowledge and proficiency to successfully carry out my job and responsibilities in your admired organization.

To become a loyal and committed employee in a reputed organization so that I can put in my all efforts and grow together with the organization.

EXPERIENCE

RAJAGIRI HOSPITAL, ERNAKULAM

Project Trainee

Project conducted on the topic “A Study on Existing Pharmaceutical Inventory Control Techniques and Implementation of ABC-VED Matrix Inventory Classification on Store Keeping Practices in the Hospital” for 45 working days which was on the basis of my Post Graduation Curriculum.

MOUNT ZION MEDICAL COLLEGE HOSPITAL, PATHANAMTHITTA

Project Trainee

Project conducted on the topic “A Study to Assess the Stress Intensity Level and Stress Management Strategies Among Nursing Staff in the Hospital” for 15 working days which was on the basis of my Post Graduation Curriculum.

GENERAL HOSPITAL, KOTTAYAM

Trainee

Posting in every department of hospital within 25 working days which was on the basis of my Post Graduation Curriculum.

INTER UNIVERSITY CENTRE FOR BIOMEDICAL RESEARCH AND SUPER SPECIALITY HOSPITAL, THALAPPADY, KOTTAYAM.

Participated in the 15 days survey conducted by as a part of Epidemiological study.

EDUCATION

2019 - 2021	PG: MHA School of Medical Education, Kottayam Kerala University of Health Sciences (KUHS) and awaiting the results for the same.
2016 - 2019	UG: Bachelor of Electronics IHRD College of Applied Sciences Adoor, Pathanamthitta University of Kerala Percentage of Marks: 74%
2014 - 2016	HSC SVGV HSS Kidangannoor, Pathanamthitta Percentage of Marks: 80%
2014	SSLC NSS GHS Pandalam, Pathanamthitta Percentage of Marks: 93%

LANGUAGES KNOWN

English : Fluent
Malayalam : Fluent
Tamil: Fluent

SKILLS AND ATTRIBUTES

Optimistic, hard Working and honest, Proactive, Self-motivated, Team worker, Multi-tasking, self motivated, Comprehensive problem solving abilities, Willingness to learn & update myself with new methodologies & technologies, Ability to stretch beyond conventional limit.

SOFTWARE SKILLS



MICROSOFT OFFICE

REFERENCE

Mr. Ranjithkumar K
(Ph:9496414734)
HOD & Asst. Professor
School of Medical Education,
Gandhinagar

Mrs. Greeshma S
(Ph : 9447779276)
Asst. Professor
School of Medical Education,
Gandhinagar

CO-CURRICULAR ACTIVITIES

Conducted:

- Aids Day Programme
- Women's Day Programme
- Corona Pandemic Awareness & Distribution of Self Made Mask & Sanitizer for Daily Workers in Kottayam town. Collaborated with Shri. Thiruvanchoor Radhakrishnan, Collectorate, Kottayam.

CONFERENCE ATTENDED:

- Heal 2019: National Conference on Health Care Excellence Through Administration & Leadership in Baby Memorial Hospital, Kozhikode.
- Fundamentals of Health Financing & Health Technology Assessment in Pushpagiri Institute of Medical Sciences and Research Centre Thiruvalla

Webinar

- Participated in a webinar on Innovations in Health Care in School of Medical Education, Gandhinagar, Kottayam
- Attended a Webinar on Intelligent Automation For Hospitals in School of Medical Education, Gandhinagar, Kottayam

PERSONAL DETAILS

Gender : Female
Nationality : Indian
Date of Birth : 19/06/1997
Marital Status : Single

DECLARATION

I hereby declare that the above information is true to my knowledge.

A handwritten signature in blue ink, appearing to read 'Meenu Moni'.

Yours Truly
Meenu Moni

