



SREESHMA T S

Career Objective

To work an institution, this will utilize my maximum potential and lead to my professional as well as personal growth.

Address

Thandayamparambil (H)
Nattika beach P O
Thrissur District
Kerala , India
Pin : 680566
Mobile : +919745837195
Sreeshmasree432@gmail.com

Academic Profile

- Course** **SSLC**
Board/University : Board of Kerala Public Examination
% of Mark : 89.91%
Institution : G.F.H.S.S School Nattika
Academic Year : 2013
- Course** **Plus Two**
Board/University : Board of Kerala HSE Examination
% of Mark : 84.75%
Institution : G.F.H.S.S School Nattika
Academic Year : 2015
- Course** **Degree in BSc Botany**
Board/University : Calicut University
% of Mark : 68.80%
Institution : S N College Nattika
Academic Year : 2015 - 2018
- Course** **Master of Hospital Administration**
Board/University : Kerala University of Health Science
% of Mark : 72%
Institution : Westfort Institute of Paramedical Science
Academic Year : 2021

Hobbies & Interest

- a) Reading.
- b) Photography.
- c) Listening Music.

Computer Proficiency

- Basic knowledge with Microsoft Office Word, Microsoft Office Excel, Microsoft Office Power Point

Experience

- 15 days hospital posting at WESTFORT HOSPITAL, Thrissur in the following departments;
 - FRONT OFFICE
 - MEDICAL RECORDS
 - BILLING
 - CASUALTY
 - INSURANCE
- 15 days hospital posting at DAYA HOSPITAL, Thrissur

Areas of exposure

- FRONT OFFICE
- MEDICAL RECORDS
- CASUALTY
- BILLING
- IT
- CSSD
- LAB
- RADIOLOGY
- BIOMEDICAL ENGINEERING
- PHARMACY

Academic Project

- TOPIC: TO STUDY THE ABSENTEEISM AMONG HOSPITAL EMPLOYEES
- A STUDY ON GAP ANALYSIS ON INPATIENTS TOWARDS PERCEPTION AND EXPECTATION OF QUALITY OF SERVICES PROVIDED IN THE GYNAECOLOGY DEPARTMENT IN WESTFORT HOSPITAL

Personal Details

Father's name : Santhosh Kumar
DOB : 24/12/1997
Sex : Female
Mother tongue : Malayalam
Nationality : Indian
Marital status : Single
Language known : English,
Malayalam

Attended Conference Details

- Participated in the national conference on **HOSPITALS 2.0- pioneering healthcare** organized by Dr. John Mathai Center, University of Calicut, Thrissur
- Participated in Webinar series on **CURRENT TRENDS IN HOSPITAL ADMINISTRATION**, School of Medical Education, Kottayam
- Actively participated in various event conducted in college and school

Skills and Knowledge

- Confident, Self-motivated, Good inter personal communication
- Ability to co-operate and co-ordinate in work groups
- Professional approach to crisis situation and its flexible management

Personality Traits

Being a judge of myself as a hardworking, ambitious and a capable team player, I can contribute substantially to any venture or organization.

Reference

- Prof.(Mrs) Sheeba Bhaskar - Principal, WIMS, Thrissur.
Contact No : **9497575470**
- Mrs. Deepa Unni - Associate Professor, HOD, MHA, WIMS, Thrissur.
Contact No : **9995213154**
- Mrs. Athira V -Assistant Professor, MHA, WIMS, Thrissur.
Contact No : **8086886847**

Declaration

I hereby declare that all the information mentioned above is true to the best of my knowledge.

Place : Nattika

Date :

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