



AKHILA JOY

MARUTHUMKUNNEL HOUSE
RAJAPURAM P O
PERIYARVALLY
IDUKKI
685604
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OBJECTIVE

To build a career in Health Information Management and related environment, with a reputed Organization where I can apply my skills and abilities and achieve professional growth while being resourceful, innovative and flexible, along with the total development of the organization. Aspire to become a successful professional, willing to work as a key player in an innovative and competitive professional world with dedication and commitment.

PERSONAL SKILLS

- Self-confident
- Excellent communication skill
- Fast learner
- Good Team Player
- Good co-ordination skill
- Efficiency in adapting to challenging situation.
- Creative team leadership
- Pleasing manners
- Dedication in work

EDUCATIONAL QUALIFICATIONS

NAME OF EXAMINATION	BOARD/ UNIVERSITY	NAME OF INSTITUTION	Reg. No.	MONTH AND YEAR OF PASSING
M.Sc. MEDICAL DOCUMENTATION	MAHATMA GANDHI UNIVERSITY, KOTTAYAM, KERALA	SCHOOL OF MEDICAL EDUCATION, KOTTAYAM, KERALA	1912204	UNDERGOING COURSE (LAST SEMESTER)
B.Sc. PHYSICS	MAHATMA GANDHI UNIVERSITY, KOTTAYAM, KERALA	PAVANATMA COLLEGE, MURICKASSERY	1600210 49403	MARCH 2019 (76%)
PLUS TWO	BOARD OF H.S.E. KERALA	SMHSS MURICKASSERY	3141991	MARCH 2016 (73%)
SSLC	BOARD OF PUBLIC EXAMINATION KERALA	SMHSS MURICKASSERY	424323	MARCH 2014 (88%)

PROFESSIONAL TRAINING ACTIVITIES

- 10 days of training from 20.01.2020 to 30.01.2020 at General Hospital, Changanacherry, Kottayam.
- 20 days of training from 11.01.2021 to 03.02.2021 at Lourdes Hospital, Kochi
- 30 days of training from 15.11.2021 to 14.12.2021 at Amala Institute of Medical Sciences, Thrissur
- Attended MEDRECON 2020 organized by Health Informatics and Health Information Management, Kerala State

LANGUAGES KNOWN:

- Malayalam, English, Hindi

HOBBIES

- Travelling, Editing, Reading & Listening to music

PERSONAL PROFILE

Name : AKHILA JOY
Age : 23 Years
Date of Birth : 17.11.1998
Gender : Female
Nationality : Indian
Mother tongue : Malayalam
Marital status : Single
Religion : Christian
Name of father : Joy Joseph
Name of mother : Jolly Joy
Permanent address : Maruthumkunnel House
Rajapuram P O
Periyarvally
Idukki - 685604

REFERENCE

SUMA V. MADHAVAN
Head of the Department
Department of Medical Documentation
School of Medical Education, Gandhinagar
Kottayam, Kerala
PIN 686008
Phone: 7736324420

DECLARATION

I hereby declare that all the information furnished above are true and complete to the best of my knowledge and belief.

Date:

Place:

AKHILA JOY