



## **LIJOY JOSEPH JOY**

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### **OBJECTIVE**

To pursue a highly rewarding career, seeking for a job in challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth

### **ACADEMIC ACHIEVEMENTS**

Sl no	Course	Institution	Board/University	Year of completion	Marks (%)
1	SSLC	P.S.H.S Thirumuddikkunnu	Kerala State Board	2007	70%
2	Plus Two	L.F.C.H.S.S Koratty	Kerala State Board	2010	68%
3	Bsc Zoology	SreeSankara college Kalady	Mahatma Gandhi University	2013	69%
4	MSW	Bharata Mata College Thrikkakara	Mahatma Gandhi University	2015	67%

### **PROFESSIONAL SKILLS**

- ▶ Ability to build up good team work
- ▶ Ability to build up good rapport with clients
- ▶ Ability to use theoretical framework into practical exposure
- ▶ Strong Knowledge of social work principles and ethics.
- ▶ Practical experience in Group work and Case work
- ▶ Ability to conduct community programmes

## **FIELD WORKS**

- ▶ Done concurrent field work as student social worker in Kudumbashree Mookanoor Gramapanchayath, Angamaly, Ernakulam, Kerala.
- ▶ Undergone 'one month block placement in Psychiatry settings in Bethsada Hospital Vengola, Perumbavoor, Ernakulam District
- ▶ Undergone one month 'Block Placement' in Medical and Psychiatry settings in Manasa Neuropsychiatry Hospital Bangalore.
- ▶ Undergone one month Block Placement in Medical setting in Little Flower Hospital, Angamaly

## **PROFESSIONAL EXPERIENCE**

- ▶ Little Flower Hospital & Research Centre Angamaly, Kerala (From November 1<sup>st</sup> 2015 to 12th July 2019) as a Jr Project Officer
- ▶ Devamatha Hospital and Medical Institutions Koratty, Kerala (From July 13th 2019 onwards) as a Hospital Administration Manager

## **Duties and Responsibilities:**

- Event Management and Social Marketing of Eye Care Services
- Camp OPD Management
- Coordinator of ENT and Eye Project
- Arranging everything from the admission to the discharge to the patients
- Organizing and training of school teachers, health care workers and community volunteers on medical camps
- Preparation of organizational documents and reports
- Reporting to the funding agency
- Organizing of diagnostic medical camps
- Preparation of IEC materials on medical care
- Networking with other NGO's INGO'S & Government Institutions
- Organizing various activities for orienting general public on medical care
- Assessment of socio-economic status of the patients
- Preparation of case studies
- Managing of a hospital
- Making different licences for the hospital

## **PERSONAL INFORMATIONS**

Date of Birth - 30.03.1991  
Religion - Christian(RCSC)  
Languages known - English, Malayalam  
Marital Status - Married  
Nationality - Indian  
Residential Address - Kurissery (H), Nalukettu (P.O), Koratty (East),680 308(pin)  
Thrissur (Dt), Kerala

## **DECLARATION**

I do hereby declare that all the details furnished above are true to the best of my knowledge and beliefs.

Koratty

Lijoy Joseph Joy

## **Reference**

Sheena Rajan Philip  
HOD of Social Work Department  
BharataMata college Thrikkakara  
Ph 8129740488

Fr, Jose Edassery  
Director  
Devamatha Hospital and Medical Institution,  
Koratty, Ph: 9871084084