

ELSA SHILPA A G

ALUMPARAMBIL (H)
KUMBALANGHI P.O
KUMBALANGHI
COCHIN-7
ERNAKULAM-KERALA
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OBJECTIVE

Seeking a Position with a Progressive Organization where I can exhibit my interactive, technical and professional abilities to focus on the quality and advancement of the firm which will also provide me an opportunity for my own career growth.

ACADEMIC QUALIFICATION

COURSE	INSTITUTION	DURATION
MASTERS IN HOSPITAL MANAGEMENT	GRACE INSTITUTE, BHARATHIYAR UNIVERSITY COIMBATORE,INDIA	2020-21
DIPLOMA IN FINANCIAL ACCOUNTING	G-TEC COMPUTER EDUCATION KERALA	2018
BSC MATHEMATICS	AQUINAS COLLEGE ,MAHATMA GANDHI UNIVERSITY,KOTTAYAM,KERALA	2014-2017
12TH STD	ST. PETER'S H.S.S, KUMBALANGHI, KERALA STATE BOARD	2012-2014
10TH STD	O L F H S KUMBALANGHI, KERALA STATE BOARD	2012

HOBBIES AND INTERESTS

- Drawing
- Listening to music
- Dancing

PERSONAL DETAILS

NAME : ELSA SHILPA A G
DATE OF BIRTH : 29-10-1995
SEX : FEMALE
MARITAL STATUS : MARRIED
FATHERS NAME : GEORGE A B
OCCUPATION : BUSINESS
MOTHER'S NAME : LEENA GEORGE
OCCUPATION : ACCOUNTANT
NATIONALITY : INDIAN
LANGUAGES KNOWN : MALAYALAM, ENGLISH and HINDI

PERSONAL SKILLS

- Communication Skill
- Leadership Quality
- Adaptable
- Self-starter
- Hardworking

WORK EXPERIENCE

- Currently working as Data entry operator in Quality Department, GENERAL HOSPITAL, ERNAKULAM, Kerala, India (4 year experience from 4th June 2018)

DUTIES & RESPONSIBILITIES

- Designing and implementing the methodology of data collection & data analysis for the clinical and non-clinical quality Indictors.
- Effectively communicates improvements that are made to work teams, staff and administration throughout the organization.
- Works to ensure that quality improvement and focus on patient care.

SYSTEM KNOWLEDGE

- MICROSOFT WORD
- MICROSOFT EXCEL
- MICROSOFT POWERPOINT

DECLARATION

I ELSA SHILPA A G Hereby declare that all the details are true to my knowledge.

PLACE: Kumbalangi

DATE:

(ELSA SHILPA A G)