


SINTO JOHN



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PROFILE

MBA Graduate with an Experience in Team Leading , Co-Ordinating & HR functions with a skill of good communication

SKILLS

- Active listening skills
- Problem-solving skills
- Leadership skills
- Problem-Solving
- Computer Literacy
- Project Management
- Strong Communication

EDUCATION

ST. BERCHMANS HIGHER SECONDARY SCHOOL

XI Commerce
2009-2011

M.G UNIVERSITY

B.com (Finance & Taxation)
2014 - 2016

BARATHIYAR UNIVERSITY COIMBATORE

M.B.A (Hospital Management)
2017-2019

EXPERIENCE

PUBLIC RELATION OFFICER (P.R.O)

Pushpagiri Medical College Hospital
10/9/2021 - 19/2/2022

- patient satisfaction monitoring
- counselling of rate & expenses
- maintain records

HR EXECUTIVE

Believers Church Medical Collage
11/11/2019 - 30/03/2020

- Maintain employee records
- Recruitment
- Training
- Performance appraisal

INTERNSHIP

St. Thomas Hospital Changanacherri
1/08/2017 - 20/05/2019

- Posting in all the departments in a hospital

SALES TEAM LEADER

Hello 4 Mobile Gallery
12/01/2015 - 08/11/2016

LANGUAGES

- English
- Hindi
- Tamil

INTERESTS

- Singing
- Football
- Travelling
- Automotive's & Gadgets

WORKSHOPS

Attended National Conference On
**"Healthcare Excellence Through
Admission & Leadership" (HEAL)** in 2017
& 2018

- Co ordination & guiding
- Communication with dealers
- Maintain records
- classes

ACHIVEMENTS

Worked with Dr. Vinay Goyal (Sub collector of Pattanamtitta district)
To Coordinate & Leded BLS (basic life support) classes for local
people and students with a team of doctors from Believers Church
Hospital

PROJECT

**A Study to Evaluate the Effectiveness of Communication between
Doctors & Patients Relationship In a Hospital** .The project was done
in a **900-bed Multi Disciplinary Super Speciality Hospital**
(PUSHPAGIRI HOSPITAL) with Certification of ISO 9001:2000

REFERENCE

PUSHPAGIRI MEDICAL COLLEGE HOSPITAL

RON MATHEW - Assistant Manager of Operations Pushpagiri Medical Collage Hospital
ronmathewpmch@gmail.com | 6238804675

BELIEVERS CHURCH MEDICAL COLLAGE HOSPITAL

JITHIN SHA - H.R Executive of Believers Church Hospital | jithinbcmch@gmail.com | 9961900890 ,
8606065593

DECLARATION

i hereby declare that all the above mentioned details given are correct & true to the best of my knowledge & belief

PLACE :-

DATE :-

SIGNATURE