

## JOB APPLICATION

To whomever it may concern,

From

Lesly Mathew.

Kunnumpurath, Cherukole PO, Mavelikkara,

Alappuzha, Kerala, pin-690104

Date: 23/06/2022

Sub: APPLICATION THE POSITION OF QUALITY MANAGER.

Respected sir,

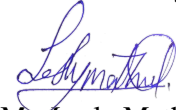
I am Mr. Lesly Mathew A professional in healthcare quality management with the 6 years of experience in managing various healthcare quality projects. It was my privilege to have completed over 120 hospitals with NABH certifications and accreditations at different states of INDIA. I have ample experience and knowledge in handling full NABH ACCREDITATION UNDER 5<sup>TH</sup> EDITION, ENTRY LEVEL (PAEL) NABH CERTIFICATION of general hospitals, I am also well versed in handling ECO (EYE CARE ORGANISATION) NABH ACCREDITATION and ECO entry level certification (PAEL), allopathic clinic accreditation, DENTAL HOSPITALS AND DENTAL CLINIC ACCREDITATION, and MIS NABH certification (medical imaging certification) and NABL accreditation. Also experienced into hospital planning and departmental functionalities improvements at various hospital departments. I am a post graduate in Hospital Administration, from Alva's college of hospital administration. Moodbidri, Mangalore. After the completion of the course i was a part of the management at unity hospital a 250 bedded super speciality hospital with 50 beds ICU as a Night administrator and in PR and insurance department. Later joined in ISOS Connsultancy services PVT. Ltd. Where I had a long journey with the health care quality management, hospital planning and department planning. Till date I am persuing the same and currently I am holding the position of SOUTH INDIA REGIONAL MANAGER at ISOS consultancy services Pvt. Ltd coordinating all the activities of the firm.

However, change is dynamic and a sign of growth. So I would like to join your acclaimed organisation. I assure you that I will put all my best efforts to do my duties efficiently for the overall development of your institution from the quality perspective. I am enclosing my CV as a first step in explaining my deep interest to become a part, grow and excel in your esteemed organisation.

I would be obliged if you consider me for the position of quality manager. I will be readily available to attend any type of interview which you may desire and if given a chance to serve in a suitable designation.

Looking forward to the pleasure of hearing from you,

Yours sincerely,



Mr. Lesly Mathew

## **Bio-data**

**Name:** LESLY MATHEW.

**Father's name:** MATHEW JOSEPH.

**Gender:** MALE.

**Religion:** CHRISTIAN.

**Date of birth:** 29-7 -1989. (32 years )

**Educational qualification:** MASTERS IN HOSPITAL ADMINISTRATION WITH BA AND B.Ph.

**Marital status:** MARRIED.

**Contact:** 7034287073

**Address:** Kunnumpurath,Cherukole PO  
Mavelikkara, Alappuzha,  
Kerala, pin-690104.

**Nationality:** INDIAN.

**Languages known:** ENGLISH, MALAYALAM, HINDI.

**Hobbies:** SPORTS, GAMES, READING, WRITING, LISTENING MUSIC ETC.

## EDUCATIONAL DETAILS

<b>Qualification</b>	<b>Name and address of the institution.</b>	<b>Name of board</b>	<b>year</b>	<b>percentage</b>
<b>SSLC</b>	Bishop hodes higher secondary school. Mavelikkara.	kerala	2005	First class
<b>PUC</b>	St. Micheal's Higher Secondary School. Umsning,Re-Bhoi(Dt), Meghalalya.	Meghalaya Board Of School Education	2008	First class with distinction.
<b>B.A.</b>	New arts and science college, wardha Maharashtra	Nagpur	2011	First Class.
<b>B.Ph</b>	Claretian Ashram Sewangi Meghe Wardha Maharashtra.	Claretian Ashram College of Philosophy	2011	First class with Distinction.
<b>M.H.A</b>	Alva's college of hospital administration. Moodbidri, Mangalore.	Rajiv Gandhi University of Health Sciences, Bangalore	2013-2015	First Class

Mr. Lesly Mathew

Kunnumpurath, Cherukole P.O, Mavelikkara, Alappuzha.

Kerala, pin-690104. Ph. 7034287073.

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**OBJECTIVE:**

To get engaged in a career that can realize my potentials and explore my abilities so that both organisational and individual goals can be satisfactorily achieved in a best possible way.

**COMPUTER SKILLS**

- Knowledgeable in Microsoft Office (Word, Excel, Power point)
- Extensive Knowledge of Internet Technology.

**EXPERTISE:**

- ❖ **Standardisation and healthcare quality improvement.**
- ❖ **Internal quality auditing based on NABH standards.**
- ❖ **Implementation of 5<sup>th</sup> edition NABH standards.**
- ❖ **Preparation of documentations based on the NABH standards.**
- ❖ **Preparation of healthcare organisation to face the NABH assessments and surveillance assessments.**

- ❖ **Implementation of ECO ( EYE CARE ORGANISATONS) NABH standards and full accreditation process.**
- ❖ **Implementation and accreditation of ENRTY LEVEL NABH certification of SHCO and HCO.**
- ❖ **Implementation and accreditation of ALLOPATHIC CLINICS.**
- ❖ **Implementation and accreditation management of DENTAL HOSPITALS AND CLINICS.**
- ❖ **Implementation and accreditation management of MIS NABH. ( medical imaging) diagnostic centres.**

### **TRAINING:**

- Programme on implementation on 5<sup>th</sup> edition NABH standards by national accreditation board for hospitals and healthcare providers.
- Internal auditing, and implementation of standards from isos Consultancy services Pvt. Ltd.
- Done the summer project study on “functioning aspects of the insurance department.” At pushpagiri medical college hospital, Thiruvalla.
- Have done practical training there in departments like insurance, public relation, marketing, human resource management and front office.
- Attended national level and state level conferences in different occasions. In various educational institutions around Mangalore on management related topics.

- Done postings in various departments in the K.S. Hegde medical college hospital in Darlekatte, Mangalore.
- Have done training programmes in all the departments in Alva's hospital, Moodbidri.

**DECLARATION:**

I Lesly Mathew do solemnly declare that the statements furnished above are true to the best of my knowledge and belief.

Date: 23/06/2022

Yours faithfully,



Mr. Lesly Mathew

*Reference and details are available on request.*