

SUSMITHA P S

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**CARRIER OBJECTIVE**

Seeking responsibility and challenging opportunity that would utilize and encourage my abilities through dedicated hard work and resources of the company to achieve combined growth.

PERSONAL DETAILS

Date of Birth: 31-5-1995

Nationality: Indian

Gender: Female

Marital status: Unmarried

Languages Known: Malayalam, English, Tamil & Hindi

WORK EXPERIENCE

Worked as Executive in Secretariat of Diabetics Administration in AHALIA Diabetes Hospital from 01st September 2021 to 12th May 2022.

Worked as General Duty Assistant in Secretariat of Diabetics Administration in AHALIA Diabetes Hospital from 04th February 2019 to 31st August 2021.

PROFESSIONAL QUALIFICATIONS

Dr. John Matthai Centre, School of Management Studies (Calicut University) Thrissur, Kerala, India

Majors: HR Management, Accounting, Quality management, Public Health, Business Law, General medicine, Finance, Operations, Marketing, Health Education, Hospital Administration, Consumer Behavior, Supply Chain Management.

ACADEMIC QUALIFICATION

Master of Hospital Administration (MHA) - 2015-2017 University of Calicut, India.

B.Sc. Zoology - 2012-2015 University of Calicut, India
Christ college, Irinjalakuda.

Biology Science, Board of Higher Secondary Education, India -2010-2012
St. Antony's HSS Mala, Thrissur, State Board
SSLC - 2010 Gandhi Smaraka High School Ashtamichira, Thrissur, State Board.

TRAINING EXPERIENCE

Sree Sudheendra Medical Mission Hospital, Ernakulam

Internship Study - (14th December 2015 to 31st December 2015)

Trichur Metropolitan Health care (Pvt) Ltd. - (3rd June 2016 to 14th June 2016)

Minor Project

"A Study on Quality Care Services, at Sakra World Hospital, Devarabeesanahalli, Bangalore (14th December 2016 to 31st December 2016)

Major Project

"A Study To Assees The Knowledge Regarding Biomedical Waste Management Compliances In ICU Unit ,At Sakra World Hospital, Devarabesanahalli ,Banglore. (25th April 2017 to 25th May 2017).

INVOLVEMENT ACTIVITIES

Organizer of Hospica en Masse '16 ("National Conference on Architects Of Future Health Care") 26 October ,2016

Participated in the Survey conducted among kidney patients in Thrissur District under the guidance of Kidney Federation Of India, 10th March 2016

Participated in the Conference on "Soft skills &Effective Communication Techniques for Hospitals" on 15th Feb.2017, at Rajagiri Hospital Aluva, Kochi

Organizer and participant in World Diabetes Day 5km Walkathon, under the guidance of Dept. Of Endocrinology & Diabetology, Ahalia Diabetes Hospital Palakkad on 05 November 2021

Organizer and participant in World Diabetes Day 21km half Marathon, under the guidance of Dept. Of Endocrinology & Diabetology, Ahalia Diabetes Hospital Palakkad on 14 november 2021

Organizer of World Obesity Day Fat to Fit Challenge 2k22 Tug of war-Sit up Challenge, under the guidance of Dept. Of Endocrinology & Diabetology, Ahalia Diabetes Hospital Palakkad 04 March 2022

Organizer and participant in World Kidney Day 2022 7km Brist walk, under the guidance of dept. Of Nephrology and Hypertension, Ahalia Diabetes Hospital Palakkad

on 10 March 2022

PERSONALITY TRAITS

Sincere, Punctual, Co-operative and Versatile.

High degree of Confidence, Positive Attitude.

Good team Spirit and Hardworking Capability.

Easily adaptable to changing work environment.

Hobbies: Music, Travelling, Internet

DECLARATION

I hereby declared that all the above details are true and correct to the best of my knowledge.

SUSMITHA.P.S