

# RENJITH TK



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Thoompinal house, parumala po-689626  
Thiruvalla, Pathanamthitta (Dis) Kerala

## SKILLS

Providing Emergency treatment

Annual stock report making

Preparing incoming required items for ward  
and issuing the right quantity

File maintenance for all out going/ incoming  
materials billing out patient and in patient

Update manager or supervisor on a weekly  
basis in slow moving short or expiry in the  
Store

Prepared and maintained computerized  
records of medical store supplying in  
accurate manner

Store management

Expert skill in system wise billing

Microsoft office

## INTERESTS

Reading books

Participating social activities

## LANGUAGES

Malayalam-read and write

English-read and write

## OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

## EXPERIENCE

**Emergency medical technician** 4/2019 - 12/2020  
Travancore medicity kollam

**Supporting staff** 1/2020 - 3/2022  
Believers Church medical collage hospital thiruvalla  
At Materials and purchase department

**Materials associate at materials management department** 5/12/2022 -  
Aster DM healthcare Ltd  
Working at ot store as an associate

## EDUCATION

**+2/science** 2018  
D.B.H.S.S Parumala

**Diploma in Emergency medical technician-Advance** 2019  
National skill development corporation

**BA sociology** 2020- pursuing  
IGNOU

## REFERENCE

**Peter cheriyan - Believers Church medical collage hospital thiruvalla**

Team leader -(consumable store)/Purchase department  
+919744100198

**Justin Mathew - Believers church medical College hospital**

Team leader , consumable store

**Jayachandra R - Aster dm health care Ltd**

Assistant manager Stores /materials management  
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