

Athira V Raj
Biomedical Engineer

Mobile: +91 7907019794

Email ID: athirajjo2019@gmail.com



Objective

“To achieve high career growth through a continuous learning process and to enrich and utilize my esteem skills in Administration, Procurement, and Management of hospital resource to the best in a professional environment.”

Professional Summary

-Professional with over 10 years of rich, extensive and progressive experience across functional areas.

-Experience in purchase planning, cost determination, purchase of medical equipment's& materials.

-Experience in maintenance and operations of a wide spectrum of medical equipment's and systems.

-Enrichment in preventive and breakdown maintenance of various medical equipment's.

-Ensuring compliance to quality standards and maintaining all quality control documents.

-Healthy relationship management & negotiation skills with the ability in imparting continuous on the job training to the team.

-A good communicator with the ability to relate to all people.

Academic Achievements

-Bachelors of Technology- Biomedical (B.Tech) in the year 2006 from Calicut University.

- MBA in Hospital Administration from MK University.

Working Experience

- Working with St. Mary's Health care Pvt Ltd.Thodupuzha , Kerala , India as In – Charge Biomedical Engineer, since June 2017 to till Date.
- Specialists Hospital,Ernakulam

Designation: - Biomedical In charge& Lecturer in Anesthesia Technology, OT technician Courses.

Duration: - April 2015 to April 2017

- KochinInlab Equipment's,Ernakulam.

Designation: - Service Coordinator

Duration:- 12.02.2014 to 30.05.2014

- St. John's Hospital, Kattappana,Idukki.

Multi-specialty hospital with well-equipped departments and inpatient bed strength of 450.

Designation: - Biomedical Engineer

Duration: - 08 August 2009 to 27 Nov 2013

- P N M Hospital, Trivandrum.

Multi-specialty hospital with well-equipped departments and inpatient bed strength is 350.

Designation: -Biomedical Engineer

Duration: - 01 January 2007 to 06 August 2009

Roles and Responsibilities

-Maintenance and troubleshooting of biomedical equipment's clinically as well as technically.

-Handling technical & operational activities of installing biomedical equipment's.

-Provide training to new nursing staff on medical equipment's installed in ICU.

-Maintain the documentation for biomedical equipment's.

-Updating the inventory of all types of medical equipment's installed in the hospital.

-Coordination with service personnel of various medical equipment companies.

-Follow up the Preventive maintenance schedule and calibration schedule for medical equipment's.

-Update the aging list on daily basis for medical equipment's.

-Meet with in charges of critical care departments on daily basis.

-Responsible & accountable for overall Operation of Biomedical Engineering Department.

-Hospitals operating system facilitator to streamline the nonclinical processes for departments such as Pharmacy, ER, ICU, Pathology and Radiology.

-Member of Quality task workforce.

Core Competencies

-Procurement & Operations Management.

-Biomedical Equipment Management.

Inventory Management

-Leadership, Planning & Control.

Technical Skills

-Maintenance of medical equipments on component level.

-Computer skills: Window XP/Vista; (MS-Excel, MS-Word, MS-Power Point) Internet and other basic etc.

-Actively worked on document management of all the equipment's of hospital comes under Biomedical Engineering during the audit of licensing from Government.

-handling training given to other Staff.

-Took Application Training of various medical equipment's.

Personal Details

Name : Athira V Raj

Father's name : K G Rajan

Sex : Female

Marital status : Married

Nationality : Indian

Mother Tongue : Malayalam

Passport No &Date of Expiry : V8074278,17/03/2032

Blood Group : B+ve

Hobbies : Music, Travelling, Reading

Date of birth : 29-09- 1984
Language Proficiency : English, Hindi & Malayalam
Permanent Address :Vayalilputhenveedu(H),Kadathy,Muvattupuzha, Kerala , India
Local Guardian :Jijo George (Husband) , The National Kidney Foundation ,
Singapore.

I hereby declare that the above furnished particulars are true to the best of my knowledge and belief.

Date: 06-05-2023

Place: Muvattupuzha

ATHIRA V RAJ