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Kovattu House, Kottayil
Kovilakam, North-Paravur,
Ernakulam; Kerala; PIN CODE:
683512

RAKHI KS



SUMMARY

OBJECTIVE:- Hospital administrators are responsible for organizing and overseeing the health services and daily activities of a hospital or healthcare facility. Developing work schedules for staff and physicians. Managing facility finances, managing patient fees and billing and hiring, training and evaluation of human resources.

KEY SKILLS

Communication skill

Team Work

Organising & Planning

Responsibility

Flexibility

PERSONAL DETAILS

- DOB : 29-07-2001
- Marital Status : Single
- Nationality : Indian
- Gender : Female

LANGUAGES

English, Malayalam

INTERESTS

- Socializing
- Movies
- Travelling

PROFESSIONAL EXPERIENCE

3 months Hospital administration
internship in KMK Hospital Paravoor

EDUCATION

Diploma in Hospital administration

**IGNITE SKILL ACADEMY (SDMS
COUNCIL BOARD)**

kalamessery

Passed out in the year 2022

BBA (MG. UNIVERSITY)

kedamangalam

Sree Narayana arts and science college

Passed out in the year 2021

12th

North-Paravur

Paliyam Government HSS

Passed out in the year 2018

10th

North-Paravur

Paliyam Government HSS,

Passed out in the year 2016

STRENGTH

- Self- Motivated
- Dedicated
- Team Player

DECLARATION

I hereby declare that all statements furnished above are true, complete and correct to my knowledge and belief and can be supported by relevant documents as required.