

# SANGEETH K S

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## WORK EXPERIENCE

6 Month internship in hospital administration ( worked as Public relation officer)at B&B Memorial Hospital Thrikkakara , Ernakulam

## MANAGEMENT KEY SKILLS

Operational excellence  
Patient care management  
Quality assurance  
Strategic planning and leadership  
Procurement management  
Cross functional co-ordination

## EDUCATIONAL BACKGROUND

**PG DIPLOMA IN HOSPITAL ADMINISTRATION( NEXORA ACADEMY, KALOOR, ERANAKULAM, 2022**

**BACHELOR OF ARTS (ENGLISH),(PERSUING) UNIVERSITY OF CALICUT,2019-2022**

**HIGHER SECONDARY EDUCATION, GOVT HIGHER SECONDARY SCHOOL, MULLASSERY Percentage :76% 2016-2018**

**MATRICULATION ST.JOSEPH'S HSS, PAVARATTY PERCENTAGE:80% 2016**

## COMPUTERSKILLS

MS OFFICE | POWER POINT  
MS EXCEL | MS WORD | PAGEMAKER  
ADOBE PHOTOSHOP | TALLY

## DECLARATION

I hereby declare that the above-mentioned information is correct to the best of my knowledge and belief.

Date:

Place:

SANGEETH K S

## PROFESSIONAL SUMMARY

**A hospital administration trainee** looking for a challenging career in a well renowned organization where i can successfully apply my knowledge acquire valuable experiences and health care work closely with a team of experienced professionals.i

## CERTIFICATIONS & PROFICIENCIES

### **BASIC COMPUTER OPERATIONS**

### **CERTIFICATION IN BASIC LIFE SUPPORT**

### **NSS (NATIONAL SERVICE SCHEME)**

## LANGUAGES

English - Speak, read & write

Hindi -Speak, read & write

Malayalam - Speak, read & write

## PERSONAL DETAILS

DOB - 21-03-2000

LICENSE - VALID

NATIONALITY - INDIAN

MARITAL STS -UNMARRIED

## REFERENCE

Dr.Vishnu Murthy  
Emergency medicine physician  
B&B Memorial Hospital Thrikkakara  
Ph: 8606476006  
Mr.Rajesh P R  
Public relation Incharge  
B&B Memorial Hospital Thrikkakara  
Ph: 81138 09397