

## CONTACT

# Vishnupriya M A

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## OBJECTIVE

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To work with an organisation which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately

## EXPERIENCE

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April 1 2022 -  
August 15 2023

- **Quality Coordinator**

Ayushprana Ayurvedic hospital for Multiple Sclerosis

The world's first Ayurveda hospital specialized in Multiple Sclerosis (MS) since 2001 is a trusted health care Centre, founded by Dr.Prasanth Raghavan, well known not only in India but also in the international health care domain for his immense interest, avidity, concerted efforts backed by research and contribution to MS.

Job responsibility

Carryout daily rounds and guide doctors, therapists and other staff in preventing infections.

Prepare and conduct various meetings and presentations

Tracking ,monitoring, followup and analyse incident reports

Responsible for NABH Coordination

Conduct periodical internal quality audit and ensure all the legal & statutory requirements met

Prioritize, manage time and work to deadlines

Interact with foreign patients and responsible for their visa extension process

Tracking, monitoring and followup emails

Assisting in research and analysis

Responsible for medical records ,case files auditing on daily basis

Responsible for handling sensitive informations and files of patients

## EDUCATION

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- **IIT Kharagpur**

Dairy food process and products technology

84

- **MGU**

Msc Microbiology

74

- **Sree Sankara College Kalady (MGU)**

B. Sc. Zoology

84.3%

- **St. Thomas HSS Malayattoor (KHSE)**

XII

84.83%

- **Sree Sarada Vidyalaya Kalady (CBSE)**

X

96%

## SKILLS

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- Microsoft excel (Intermediate level)
- Microsoft powerpoint (Intermediate level)

- Microsoft word (Intermediate level)
- Team work
- Time management
- Highly motivated and eager to learn new things.
- Ability to work as individual as well as in group
- Good oral and written competency

## PERSONAL DETAILS

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- Date of Birth : 05/07/1997
- Marital Status : Single
- Nationality : Indian
- Gender : Female
- Languages Known : English, Malayalam, Hindi, Tamil
- Hobbies : Art and Craft, Baking

## DECLARATION

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- I hereby declare that the information furnished above is true to my best knowledge.

Place: Ellithode

Date: 29th August 2023

(VISHNUPRIYA M A)

## REFERENCE

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- References available upon request -