



## SAMARTHA SOJAPPAN

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Puthuparambil (H),  
Kurisummoodu P.O  
Changanasserry,  
Kottayam, Kerala

➤ **Date of Birth**  
29 - 02 - 2000

➤ **Marital Status**  
Single

### SKILLS

- Good Communicator & listener
- Adaptability
- Problem Solving
- Team work
- Leadership

### LANGUAGES KNOWN

English ★★★★★  
Malayalam ★★★★★  
Hindi ★★★★★

# CURRICULUM VITAE

## CAREER OBJECTIVE

I wish to be a part of a healthcare institution that provides me the opportunity to use and improve my skills, knowledge, and work ethic to increase the productivity and efficiency of that healthcare institution in a busy healthcare environment.

## WORK EXPERIENCE

Worked as a Front Office Co-ordinator in MUM Hospital, Monippally, Kottayam from 1<sup>st</sup> March 2023 to 12<sup>th</sup> August 2023.

## PROJECTS

- Completed 45 days Project on Hospital Information System and its impact on quality of services in Caritas Hospital, Kottayam
- Completed 15 days Project on the topic a study to assess the awareness and attitude of nurses regarding fire and safety procedures in sunrise hospital, Kakkanad.

## EDUCATION

### Master In Hospital Administration :

LIMSAR College, Angamaly 2020-2022  
Kerala University of Health Science

### Bachelor of Business Administration :

Assumption College, Changanasserry 2017-2020  
Mahatma Gandhi University

### Plus Two :

ST. Peters H.S.S, Kurumpanadom 2015 -2017  
State Board

### SSLC :

ST. Anne's H.S.S, Changanasserry 2005 - 2015  
State Board

## DECLARATION

I do hereby declare that all the information given are true to my knowledge.

Sincerely,

Name: SAMARTHA SOJAPPAN