



SARANYA SIVAN

Contact Details

E-mail : saranyasivan925@gmail.com

Mobile : 9847953605

LANGUAGE KNOWN

- Malayalam
- English
- Hindi
- Tamil

PERSONAL INFORMATION

Date of Birth : 03/08/1996

Sex : Female

Religion : Hindu

Nationality : Indian

Marital Status : Married

Husband's Name : Satheesh K S

ADDRESS DETAILS

Koovathara House
Pipe Line Road
Palluruthy
Kochi- 682006
Ernakulam, Kerala

CAREER OBJECTIVE

I am a highly passionate Hospital Operations Professional with sound knowledge in standard operations, patient relations, patient safety and quality management

EDUCATIONAL QUALIFICATION

- Diploma in Hospital Administration
International School Of Skill Development, Kalamassery (2021)
- Diploma in DCA, Rutronix, Tripunithura (2017)
- Degree - BSc. Mathematics
Maharaja's College, Ernakulam (2014-2017)
- Plus Two
S D P Y Higher Secondary School, Palluruthy (2012-2014)
- SSLC
S D P Y Girls School, Palluruthy (2012)

WORK EXPERIENCE

- Front Office Executive at Gautham Hospital, Panayapilly (2021-2023)
- Front Office Executive at Moon Light Agency, Panampilly Nagar (2021)

SKILLS

- Communication
- Learning
- Critical thinking
- Leadership
- Problem solving
- Organized

STRENGTH

- Discipline
- Patience
- Respectfulness
- Dedications

DECLARATION

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

Place : Palluruthy

Date :

Saranya Sivan