

# **LAKSHMIS**

To secure a challenging position in a reputable organisation to expand my learnings, knowledge and skills and secure a responsible career opportunity to fully utilise my training and skills, while making a significant contribution to the success of the hospital

### **CONTACT DETAILS**

**CONTACT NUMBER-** +91 7736460357

EMAIL ID- lakshmis10044@gmail.com

**ADDRESS-** Puthiyedathu House Vengalloor

P.O Thodupuzha

#### PERSONAL DETAILS

**DOB**: 08/01/1999

**NATIONALITY**: INDIAN

**GENDER:** FEMALE

## LANGUAGE

ENGLISH, MALAYALAM

## **SKILLS**

Organized

Communication

Teamwork

Positive thinking Adaptability Time management

Meeting deadlines Critical thinking

## REFERENCES

- Mr. Dhwany D. B
  Administrative Officer MOSC
  Medical Mission Medical
  College Hospital, Kolenchery
  dhwanybalu@gmail.com
  8547700780
- Mrs. Bigi P George Assoc.Professor MOSC Institute Of Allied Health Sciences, Kolenchery pvt2014@gmail.com 9895970742

### **EDUCATION**

- Master of Hospital Administration (result awaiting)
   Mosc Institute of Allied Health Sciences Successfully completed first year with 73%
- B.Com Finance and Taxation Santhogiri college,
- Vazhithala 67%

## **DISSERTATION**

- "A study to assess the level of employee retention and its relation towards employee competence and employee commitment among nursing staff" at Holy Family Hospital, Thodupuzha 45 days project
- "A study to assess the flow of medical records from medical records department to general medicine OPD and orthopaedics OPD" at Indira Gandhi Cooperative Hospital, Kadavanthara 15 days project

## **INTERNSHIP**

 Attended one month internship at COXS & KINGS Travel agency, Bangalore as customer relation coordinator

## **CONFERENCE ATTENDED**

 Attended National Level Conference on digital transformation 'CAVALCADE, MARCH AHEAD 2023' at St. Thomas Hospital, Chethipuzha