



# NEELIMA K S

## HOSPITAL ADMINISTRATION

### CONTACT ME

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kottayam, 686575

### PERSONAL INFORMATION

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#### Language

- English (Read, Write, Speak)
- Malayalam (Read, Write, Speak)
- Tamil (Speak)

**Date of Birth:** 12/04/2001

### SKILLS

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- Customer focus
- Leadership qualities
- Relationship management
- Dynamic Person
- A good team player
- Adaptable
- Self Motivated

### PROFILE SUMMARY

A flexible professional who has recently completed the International IACET PG diploma in Hospital administration with advanced knowledge in the functioning of a hospital, looking for a suitable position in a reputed organisation which offers excellent working environment, potential growth and advancement.

### EDUCATIONAL RECITAL

#### **International PG Diploma in Hospital Administration (IACET and NABET): ibis academy of higher education**

IACET is an International Accreditors for Continuing Education & Training and is an International standard development organization that provides a framework for learning process excellence, which is globally accepted under ANSI (American National Standard Institute). NABET-National Accreditation Board for Education and Training is part of the quality council of india, over the years NABET has increased the scope of its services

#### **MAJOR TOPICS LEARNED:**

Service industry, Human resources, Operations and maintenance, Purchase and materials management, Marketing and brand building, Drugs and pharmaceuticals, NABH, Accounting, Principal of management and organizational behavior.

#### **Major Workshops under IACET which provides CEU:**

1. Anti-drug Awareness Workshop: Kerala State Excise Department Kottayam division.
2. Fundamental of Fire and Safety, Rescue Operations- Kerala Fire and Rescue Department
3. Basic life support program (BLS), IIEMS KOTTAYAM

#### **ADDITIONAL QUALIFICATIONS:**

BSc Botany- Alphonsa college pala (MG University, Kottayam)  
Higher Secondary Education- St Marys GHSS Pala