



MADONA ANTONY

OBJECTIVE

Professional medical record management and patient care , seeking a position to leverage my skills in healthcare administration, data analysis, and problem-solving to contribute to the growth of a healthcare organization.

EXPERIENCE

- **KINDER WOMEN'S HOSPITAL AND FERTILITY CENTRE, CHERTHALA**
SEPTEMBER / 02 / 2023 - JANUARY / 06 / 2024
HOSPITAL ADMINISTRATION / OPERATIONS AND MEDICAL RECORD DEPARTMENT
4 MONTHS INTERSHIP COMPLETED
- 01 MONTH IN MEDICAL TRANSCRIPTION DEPARTMENT
- 03 MONTHS IN MEDICAL RECORDS DEPARTMENT.
- **M.A.J. HOSPITAL , ERNAKULAM**
-
HOSPITAL ADMINISTRATION / REGISTRATION DEPARTMENTS
- 1 MONTH INTERNSHIP COMPLETED IN REGISTRATION DEPARTMENTS .
- **ASHWINI HOSPITAL , THRISSUR**
-
HOSPITAL ADMINISTRATION DEPT / RECEPTIONIST
- 1 MONTH INTERNSHIP COMPLETED IN HOSPITAL RECEPTIONIST.

EDUCATION

CONTACT

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madonaantony3018@gmail.com
- ☎ MOBILE NO : 9633391119 ,
9995678005
- 📍 VELUTHAPARAMBIL HOUSE ,
THUMPOLY P.O ,
ALAPPUZHA, KERALA .
PIN CODE : 688008

SKILLS

- 1). ADAPTABILITY , 2). DATA ANALYSIS , 3). PATIENT CARE , 4). INTERPERSONAL COMMUNICATION

REFERENCE

- **SOJO - KINDER WOMEN'S HOSPITAL AND FERTILITY CENTRE CHERTHALA**
P. R.O
PH : 6238755659 .
- **RINCY - KINDER WOMEN'S HOSPITAL AND FERTILITY CENTRE, CHERTHALA**
MEDICAL RECORDS OFFICER
PH : 9526907423 .

LANGUAGES

- ENGLISH
- MALAYALAM

- **FUTURE EDUCITY , THRISSUR**
2022 - 2024
DIPLOMA IN HOSPITAL ADMINISTRATION.
HOSPITAL ADMINISTRATION
- **KANDAMANGALAM .H S S. CHERTHALA / HIGHER
SECONDARY EDUCATION DEPT , GOVT OF KERALA.**
2016 -2018
PLUS TWO .
COMMERCE
- **ST. GEORGE. H.S , THANKEY**
2016
SSLC
- **ST GEORGE. H.S , THANKEY . / JUNIOR RED CROSS , 'C' -
CERTIFIVATE EXAMINATION**
2015-2016
INDIAN RED CROSS SOCIETY
41 / 50

ACTIVITIES

- Volunteer, monthly gathering of time inflicted survivors .
- FARMING ACTIVITIES.
- DANCING.

- HINDI

PERSONAL DETAILS

- Date of Birth : 18 JUNE 2000 .
- Marital Status : MARRIED .
- Nationality : INDIAN .
- Religion : CHRISTIAN / LATIN CATHOLIC
- Gender : FEMALE
- Place : THUMPOLY