

# ARUN S KRISHNAN



## Personal Info

### Address

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### Date of Birth

06/11/1989

### Place of Birth

Jammu & Kashmir

### Marital Status

Married

### Citizenship

Indian

### Passport

N 5182559

Healthcare management professional with 8 years of experience in facility oversight looking to take next step in career progression.

Past roles have helped build experience in healthcare regulatory compliance, clinical processes, public relations, budget and financial analysis, as well as employee and resource management.

Have excelled in every prior position, producing results and growth that have exceeded expectations. Understand the role of a healthcare facility in a community, and have experience working with civic leaders in public wellness initiatives.

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## Experience

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07/2018  
- to Till  
Now

### **Public Relation Officer- Taluk Hospital Karunagappally**

#### ***National Health Mission, Kerala***

- Planning, coordinating and implementing NHM activities
- Submission of Statement of Expenditure, staff attendance and physical progress
- Monitoring of NHM activities
- JSY/JSSK/AK/RBSK implementation
- KASP implementation
- Facilitating concurrent and statutory Auditing
- Quality Control Program activities like Kayakalp, KASH, NQAS, LAQSHYA
- ASHA facilitation and ASHA activities
- Attending HMC
- HMIS updation
- Aardram activities
- Inter-departmental liaising
- WHSC/WHND
- NUHM Camps
- e-Health implementation
- Coordination and implementation of other National Programs
- Coordinating CSR activities

## Skill Sets:

- Professional approach
- Networking skills
- Interpersonal skills
- Written and oral communication skills
- Analytical skills
- Innovating and troubleshooting skills
- Organization and management skills
- Leadership qualities
- Creativity
- Curiosity
- Knowledge of current affairs
- Result oriented
- Self-disciplined
- Tech-savvy
- Competitive
- Constructive thinker

**HMIS:** Monthly reporting in the NHM reporting format to district & State to be submitted regularly, timely & correctly.

**Review Meetings:** Should take part in all the review meetings as per the schedule and sent a report on the same to the District Program Manager (Arogya Keralam).

**Finance:** Keep track of funds received for NHM from District for various activities. Follow up with all implementing agencies of the institution in which is working for expediting utilization of funds. Prepare monthly SOE and Utilisation certificate and forward it to the District Program Manager (NHM).

Guide the institution in better financial management.

**Convergence activity:** The PRO will have to liaise and coordinate Social Welfare Dept, PRI, and all other State holders, will have to organize workshop/meeting with above-mentioned stakeholders in order to get full cooperation from them regarding implementation of NHM / other programs.

**Documentation:** Document events, best practices, initiatives etc at institution level

- Keep contacts with District Programme Management Unit (DPMU) frequently to get the updated information regarding implementation of NHM
- Any other job that may be assigned by the Superintendent, District Program Manager (Arogya Keralam), Chief Executive Officer, DHS, District Programme Management Unit (DPMU), State Mission Director (Arogya Keralam) etc.

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07/2015 -

, **Public Relation Officer**

07/2017

***Hearts Malabar Super Specialty Hospital, Kottakkal, Malappuram***

- Promotions of the health organizations and implementations of the hospital's marketing programmes that are related to Overall Mission and vision of the hospital, also manage and improve the flow of information within the hospital and between the hospital and the community it serve. Options, expansion efforts, cutting-edge equipment, specialties and high-profile medical trials and undertakings.

## Skills

Communication

Advanced

Conflict Management

Employee Relations

Administration

Microsoft Office

- Help management to keep in touch with public, actively solicit both employee and consumer opinion and make management aware of the effects various decisions will have on employee and consumers.
- Writing and distributing news release, feature articles to the press, compiling press list, writing of newsletters, handling and maintain a media information service, arranging press, radio and television interviews for management, preparing marketing plans for various programmes and strategies promotional and marketing effort.
- Responsible for community relations, hospital publications, media relations special events and support for fundraising.
- Analysis and problem-solving.
- To develop and maintain good relations with the media and communicate with the press.
- Participate in community affairs that have bearing on the wellbeing of the hospital.

12/2014 -

**HR Trainee**

06/2015

***Amrita Institute of Medical Science, Ernakulam***

- Responsible for level 1 telephonic interview to pre- qualify **the candidates.**
- Sourced, interviewed, hired qualified candidates & negotiated offers and closed hires mainly for pharmacy
- Responsible for keeping an organized calendar of appointments and events.
- Responsible for communicating among people within and outside the company face-to-face, over the phone, through letters and faxes and via email.
- Support the new hires for providing with the necessary resources.

### **Declaration**

I hereby declare that all the facts given above are true and correct to the best of my knowledge.

Date: 12/12/2022

Place: Kollam

Arun S Krishnan