

Anumol Davis

Administrator

I must ensure that hospitals operate efficiently and the medical staff members are adequately trained and supported. Equipped with a broad range of responsibilities, must be equally well versed in the fundamentals of health care delivery and business management.

EDUCATION

- 2022/12 - 2023/05 International School of Skills Development
Diploma in Hospital Administration
- 2019/06 - 2020/01 Stella Maris Computer Academy Adimaly
Post Graduation Diploma in Computer Application
- 2019/10 - 2020/01 Stella Maris Computer Academy
Financial Accounting
- 2015/06 - 2018/12 M. G university
B. com(Finance & Taxation)
- 2013/06 - 2015/03 kerala State Board of Examination
plus two(commerce)
- 2012/06 - 2013/03 kerala State Board of Examination
SSLC

EXPERIENCE

- 2023/07 - 2023/12 Morning Star Medical Center Adimaly
Insurance Excecutive(Insurance Department)
Promote the insurance agency to customers who need insurance. Network with potential customers. Educate customers on each type of insurance coverage and make recommendations based on their needs. Evaluate current insurance policies and recommend additional coverage



ABOUT ME

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- 09/03/1997
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- +91 9745382340
- Vazhappilly House
parakkadavu P. O.
Parakkadavu Ernakulam

SOCIAL

- facebook.com/
- twitter.com/
- linkedin.com/

INTEREST

- Reading
- Travelling
- Music

SKILL

Microsoft Office	<div style="width: 100%;"><div style="width: 100%;"></div></div>
MS Excel	<div style="width: 100%;"><div style="width: 100%;"></div></div>
PowerPoint	<div style="width: 100%;"><div style="width: 100%;"></div></div>
leadership Skills	<div style="width: 100%;"><div style="width: 100%;"></div></div>
communication	<div style="width: 100%;"><div style="width: 100%;"></div></div>
problem Solving	<div style="width: 100%;"><div style="width: 100%;"></div></div>
patience	<div style="width: 100%;"><div style="width: 100%;"></div></div>
Financial Accounting	<div style="width: 100%;"><div style="width: 100%;"></div></div>

LANGUAGE

English	<div style="width: 100%;"><div style="width: 100%;"></div></div>
Malayalam	<div style="width: 100%;"><div style="width: 100%;"></div></div>

2021/12
2022/03

District Medical Office Idukki
Data Entry Operator(Health Department)

It including roles in billing, claims, and medical records. Less obviously, data entry jobs also include administrative and HR roles that focus on evaluating employee performance and checking for compliance with all applicable regulations.

2021/04
2021/10

Community Health Center Rajakkad
Data Entry Operator(Health Department)

It including roles in billing, claims, and medical records. Less obviously, data entry jobs also include administrative and HR roles that focus on evaluating employee performance and checking for compliance with all applicable regulations.

2020/05
2021/04

National Health Mission Idukki
Data Entry Operator(Health Department)

It including roles in billing, claims, and medical records. Less obviously, data entry jobs also include administrative and HR roles that focus on evaluating employee performance and checking for compliance with all applicable regulations.