***To : Human Resource Manager***

***Dear Sir/Madam***

***Good Day !***

***Sub : Aplication for Medical Lab Technologist***

 ***This is to formally manifest my interest in applying for the position of medical Laboratory Technologist to your prestigious Hospital***

 ***I have 2 years and 9 month comprehensive working experience as Medical Laboratory Technologist. Having MOH and DHA eligibility certificate from Dubai Health Authority. Roles actively carried out include managing Laboratory independently all Hematological tests, Bio-chemistry, Micro- biology , Clinical Pathology , Serology and Blood Bank.***

 ***Attached herewith are my curriculum vitae. And in this regard, I humbly hope and request for the opportunity to be interviewed at your most convenient time and hopefully be part of your Hospital***

 **RESUME**

Saranya

Saranya.234725@2freemail.com

***Desired Position: Medical Lab Technologist***

***CAREER OBJECTIVE:***

***Seeking a position to utilize my skills and abilities in the organization that offers security and Professional growth while being resourceful, innovative and flexible.***

***JOB DESCRIPTION:***

***Obtain quality goods and services at the lowest reasonable cost, while operating at the highest standards of ethical conduct to achieve below targets.***

***WORKING EXPERIENCE:***

***MEDICAL LAB TECHNOLOGIST***

***Meditech Speciality Diagnostic Centre, Kerala, India***

 ***January 10, 2016 – December 05,2016***

***Mullackal Scans and Clinical Laboratories , Kerala, India***

 ***September 15, 2013- December 15 ,2015***

***Biochemistry***

* ***Perform clinical laboratory test pertinent to hematology,chemistry ,Urinalysis, Serology,immunology and endocrinology***
* ***Perform routine maintenance on Lab Equipment and internal and external QC Programs for all lab test***
* ***Responsible for managing Technical and Administrative Operations.***
* ***Responsible for Quality Assurance and Quality control***
* ***Receiving Samples from sample collection area and Sample acceptance and rejection***
* ***Generating PID BARCODE for the Samples***
* ***Prepare Samples and reagents for testing according to laboratory policies***
* ***Responsible for the accuracy, interpretation and reporting of all test results according to laboratory policies***
* ***Perform routine Maintenance on equipment and Quality control***
* ***Carry out testing activities as per standard operating procedures of the laboratory***
* ***Perform clerical and support services as needed, such as answering the telephone, calling STATS and alerting values to the appropriate department or clinician, Disposing of contaminated specimens, Control of inventory etc***
* ***Integrate instrument data, Quality control and tested principles for accurate result reporting***
* ***Assist with the collection and analysis of laboratory data and process computer generated lab reports***
* ***Provide highly technical and complex information clearly to physicians medical personnel and patients. Helping for blood collection as and when required.***
* ***Perform clinical laboratory tests pertinent to hemotology, Chemistry,Urinalysis, Immunology, Endocrinology for blood and body fluids.***
* ***Perform routine Maintenance on Lab equipment and internal and external QC programs for all lab test.Biochemistry department in charge for the blood bank, performs patient and donor screening, cross matching and bleeding.***
* ***Perform clinical laboratory tests pertinent to hematology,chemistry, Urinalysis, Serology, Microbiology, Immunology, Endocrinology and blood bank***
* ***Perform routine maintaianance on Lab Equipment and internal and External QC programs for all lab tests.***
* ***For Blood Bank , Performs patient and donor screening, Cross matching and Bleeding***
* ***Carried Out Phlebotomy on patients correctly labeled and Handled Samples.***
* ***Deal with supplier reagents kits, Controls and Calibrator Inventory and make purchase orders.***

***KEY CONTRIBUTIONS:***

* ***Executed and Analyzed tests in Areas including Chemistry, Hematology,Urinanalysis,Serology, Histology and Bacteriology to aid Physicians in Diagnosing and treating disease.***
* ***Consistently commended for the timely, High quality completion of both routine and special Laboratory assays of patient specimens ( including blood and other body fluids, skin scrapings’ and surgical specimens)***
* ***Ensured test result validity before recording/reporting results, earning a reputation for meticulous attention to detail.***
* ***Demonstrated the ability to communicate test results effectively with physicians, Pathologist and nursing staff as member of inter disciplinary team focused on providing exemplary quality of care***
* ***Evaluated Quality control within Laboratory using standard Laboratory tests and measurement controls, and maintainedcompliance with CLIA, OSHA, Safety andrisk management guidelines.***
* ***Operated and calibrated an assortment of Laboratory/Testing Equipment and performed various chemical, Microscopic and Bacteriologic tests.***
* ***Performed stat and routine testing on a variety of specimens quickly and accurately.***
* ***Maintained lab equipment and troubleshoot/Resolved instrument problems***
* ***Good corporate culture and freedom of operation***
* ***Good job enrichment***
* ***Faster carrier growth***

***EDUCATIONAL BACKGROUND AND LICENCES***

***Bachelor of Science***

***Medical Lab Technology***

***SME, TD Road, Ernakulum, Affiliated to M G University, Reg. No: 1127 (2009-2013)***

***Higher Secondary***

***Science Group***

***Board of Higher Secondary Examination***

***S.S.L.C.***

***Matriculation Exam***

***Board of Secondary School of Kerala, India.***

***LICENCES***

***MOH – Medical Lab Technologist***

***Issue Date :25/07/2017***

***DHA – Medical Lab Technologist passer***

***COMPUTER SKILS:***

***Operating Systems :***

***Windows XP, Windows Vista, Windows 7***

***Internet and Email Applications , MS Office and Excel***

***SKILLS:***

 ***Enthusiastic, Creative, Self –motivated , Well Disciplined with the ability to manage assignments effectively and willing to assume increased responsibility. Superior communication skills, commits to people and communicate information in easily understood formats.***

***PERSONNEL DETAILS:***

***Date of Birth : 11/06/1989***

***Nationality : Indian***

***Marital Status : Married***

***Sex : Female***

***LANGUAGE KNOWN:***

***English : Fluent***

***Tamil, Hindi : Basic***

***Malayalam : Native***

***PASSPORT DETAILS:***

***Date of Birth : 11/06/1989***

***Date of Expiry : 07/12/2024***

***DECLARATION:***

***I hereby declare that the above information furnished is true to the best of my knowledge and belief.***