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| **Objective** | **To become a successful CEO in multi-national company .** |
| **Professional experience**  **Professional Membership** | **MANAGER OPERATIONS** , (Firm Detail On Request )  From 18 April 2009 to till date.   * Customer care. * HR Management. * Marketing * Purchasing Management (Materials, Medical, Equipment’s, Etc…) * Introduced computerization in Patient Management, Doctors Management, Medical Records, Nursing Care, Insurance and Para Medical Etc….. * Managing day today functions of the Clinic independently * Arrange those who are coming for MOH examination and consultant Dr’s, arranging Visa, flight ticket, hotel accommodation, transportation in UAE * Vehicle maintenance ( Services, Insurance, all type Govt. activities) * Coordinating training programs ( Staff training , CME for Dr’s) * Safety and security management. * Housekeeping management. * Transportation arrangement for staff * Liaison work with Govt.( sewa, immigration, hospitals, Telecommunication Providers, MOH) * Implementation of administration policies and procedures. * Staff Management ( 42 Drs & Below 200 staff ) * Marketing, conducting medical camps. * Introducing of new systems such as Procedures ,Emergency Management, House Keeping , Space Management ,Training Programs, Monitoring of Staffs   **MANAGER in Vaidyaratnam Nursing Home from 2001 – 31 Mar 2009**     * Managing day today functions of the hospital independently. * Strict Compliance of Policies and Procedures * Ensuring optimum utilization of the resources with a view to increasing productivity by maintaining high quality of services and patient satisfaction. * Budgetary and Inventory control to monitor profitability periodically. * Manpower planning, recruitment, training, welfare activities and Performance evaluation. * Business development, maintaining a close liaison with patients and corporate clients. * Management Representative of ISO 9001 – 2000.   **Administrator in Abhaya Hospital (P) Ltd, Palakkad 2000-2001**   * Achieved increased OP turnover, and successfully implemented MRD system, Record Management, Patient Care Management during my tenure   **Asst. Manager in Mother Hospital P Ltd 1999-2000**   * Implemented new Pharmacy Management * Introduced computerization in Medical Records, Nursing Care * Was responsible for quality in Health Care Services * **Expert committee member in INTERTEK (The Quality Certification People**.) |
| **Education** | * **Post Graduate Diploma in Hospital Administration and Information Management. [Institute of Human Resource Department Kerala Govt.]** * Post Graduate Diploma in Computer Application. * Graduation in Commerce from Calicut University * Well Known MS Office’s all areas. |
| **Languages** | English, Hindi, Malayalam , Arabic |
| **Interests and activities**  **Personal Info** | Philately, Net browsing, Reading.  **Gender: Male**  **Marital Status: Married**  **Age & date of Birth: 35 years 31st May1976**  **Passport Details : On Request** |