**Dr. Sarvendra Vikram**

**Address** Email id-sarvendra.vikram19@gmail.com D- 283 Indira Nagar

Lucknow-226016 Mobile No- +919936421000

**CAREER OBJECTIVE:**

To respect every assignment given to me, accomplish it to the satisfaction of the organization, patients and self. Wants to work in hospitals where I can use my operational and quality skills.

**SUMMARY:**

Masters in Hospital administration and have more than 1 years experience in hospital operations. Currently working as a Manager in Medwell Hospital. Done my internship from Sahara Hospital.

**ACADEMIC QUALIFICATION:**

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| --- | --- | --- | --- |
| **DEGREE**  | **SCHOOL/COLLEGE** | **UNIVERSITY** | **YEAR** |
| Master in Hospital Administration | Lucknow University, Lucknow | Lucknow University, Lucknow | 2011-2013 |
| Bachelors in Physiotherapy | Acharya Institute of Health Sciences, Bangalore | Rajiv Gandhi University of Health Sciences, Bangalore | 2005-2010 |
| 12th  | B.R.B.I.C.Bhatpar Rani,Deoria | U.P. Board, Allahabad  | 1997-1999 |
| 10th  | S.R.J.I.C.Babu Bandimath, Deoria | U.P. Board, Allahabad  | 1997 |

**EXTRA ACTIVITY:**

* 4th All India Physiotherapy Student Conference 21st – 23rd January 2007

 Mangalore by S.K. Physiotherapy Association

* Workshop on health screening & fitness training - 8 Hours ON 21stJUNE 2008

 By- Mr. S. Saravanan MPT SRP (UK)

* Integrated soft tissue techniques on mayo facial trigger point – 16 hr by Arun Mozi
* Interpretation of radiological investigation within physical therapy­- 10 Hours ON December 2008 by-Dr. Naven kumar,M.D. FRCR
* Manual Therapy in a clinical Perspective from 25- 04-09 to 11-07-09 by K.Pearlsion
* Hazards Free Hospital: An approach on 3rd Oct, 2011 in S.G.P.G.I., Lucknow.
* Productivity in Health Care Organization on 31st Mar, 2012 at S.G.P.G.I, Lucknow
* Certificate of Appreciation for Critical Care Update 2014, Organised by MedWell Hospital

**WORK EXPERIENCE:**

1. **MedWell Hospital,** Lucknow from 25th oct 2013 till date

 **Designation- Manager**

 ***Roles and Responsibilities:***

* Accountable for patient, staff and stakeholders satisfaction.
* Responsible for duty allocation, functional training etc for employees.
* Inventory management for the hospital
* Maintain good environment in the hospital, manage clinicians and consultants.
* Relationship building with consultants.
* Project management for hospitals of various specialties and sizes.
* Ensuring that all processes and protocols are adhered to.
* Ensuring smooth functioning of all the departments in hospital.
* Ensures cost control for each department by identifying cost cutting areas and improvements required.
* Ensure all compliances are in place and to do licensing which are required for the hospital.
* Handling recruitment process like placing recruitment add, collecting CV’s,.
* Manpower planning for departments and hospitals.
* Counselling of staff on personal and work problems
* Bio- medical equipment procurement- Involved in procurement of bed head panel, icu pendent, modular OT, fire doors, STP, ICU & OT Pendants etc.
* Locating the vendors as per requirement by calling, mailing or from references.
* Negotiations with vendors on rates, warranty, delivery terms, payment terms etc.
* Maintaining records of materials ordered and received.
* Preparing and processing purchase orders for materials and equipment’s.
* Prepare marketing plan with marketing manager.
* Assists in planning CME’s and camps..

**PROJECTS**

* Pathology Safety.

**PROFESSIONAL SKILLS:**

* Negotiation Skills
* Business Development
* Management/Administration
* Quality services
* Training & Development
* Team Management
* Planning and Implementations

**PROFESSIONAL INTRESTS:**

* Hospital Operations
* Quality Assurance in Hospitals
* Human Resource in Hospitals

**PERSONAL DETAILS:**

**Name**- Dr.Sarvendra Vikram **Fathers Name**- Shatrughan Singh **Sex**- Male **D.O.B**- 1th July 1982 **Nationality**- Indian

**Permanent Address**- **D-283** Indira Nagar

Near St. marry Inter Collage

Lucknow

 **Contact No**- +919936421000 **Email Id-**sarvendra.vikram19@gmail.com

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

Place: Lucknow SIGNATURE

Date: 10/02/2015 Dr. Sarvendra Vikram