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| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Dr. Piyoush Malhotra**  **E-mail :** docpiyoushmalhotra@gmail.com| **Mob :** +91 9891 874842 | **DoB** **:** January 03, 1986 | | | | | | | | | | **Career Objective** | | | | | | | | | | Seeking a career opportunity to channelize my skills and enthusiasm to achieve higher service delivery standards with responsibility and integrity in the healthcare industry | | | | | | | | | |  | | | | | | | | | | **Career Synopsis** | | | | | | | | | | * An astute and enthusiastic professional with an experience of over 7 years in the Healthcare Industry. * Possesses understanding of Hospital Services, Healthcare Marketing, HealthCare Quality Management & Patient Safety & Security. * Persuasive and team administrator skills with solution driven approach. | | | | | | | | | |  | | | | | | | | | | **Professional Learning** | | | | | | | | | | **Healthcare Quality Management** | | | | | | | | | | Accreditation | | Quality Management Tools | | | | | | Total Quality Management | | **Hospital Services** | | | | | | | | | | Hospital Operations Management | | Clinical Services | | | | | | Support & Utility Services | | **Patient Safety & Security** | | | | | | | | | | International Patient Safety Goals | | Bio-Medical Waste Management | | | | | | Hospital Infection Control | |  | | | | | | | | | | **Work / Internship Experience** | | | | | | | | | | **Company Name** | **Rockland Hospital, New Delhi** | | | | | | | | | **Designation (Dept.)** | **Operations Trainee** | | | | | | | | | **Duration** | **From : February 2016** | | | **To : April 2016** | | | | | | **Key Responsibility Areas** | * Assisting AMS in daily reports and tasks * In charge of patient admission and discharge processes * Handling Hospital Information System and Bed Management * Maintaining daily OPD and IPD financial reports * Cash /TPA/Panel PSU’s patient care management * Complaints and grievance handling of patients * Financial counselling and estimate formation * Letter of recommendation from ROCKLAND HOSPITAL (Asst Medical Suprit. ) for excellence. | | | | | | | | | **Company Name** | **Avana Healthcare Pvt. Ltd., New Delhi** | | | | | | | | | **Designation (Dept.)** | **Clinical Manager - Consultant** | | | | | | | | | **Duration** | **From : September 2014** | | **To : October 2015** | | | | | | | **Key Responsibility Areas** | * Handling Dental Tourism (Afghanistan, Middle East, US., Russia) * Smile Makeovers and Aesthetics * Carried out various restorative and endodontic procedures * Sterilization and disinfection of dental instruments * Patient Record Management and preventive dental health education | | | | | | | | | **Company Name** | **Lok Kalyan Samiti Hospital, New Delhi** | | | | | | | | | **Designation (Dept.)** | **Consultant (Dental Surgeon)** | | | | | | | | | **Duration** | **From : August 2011** | | | | **To : September 2014** | | | | | **Key Responsibility Areas** | * Responsible for treatment and rehabilitation of dental patients in OPD * Providing preventive and conservative dental education to all ailing dental patients * Successfully managing the Dental Department with great efficiency * Management of records ,stocks and daily collections. | | | | | | | | | **Company Name** | **East Delhi Dental Clinic, New Delhi** | | | | | | | | | **Designation (Dept.)** | **Consultant (Dental Surgeon)** | | | | | | | | | **Duration** | **From : August 2009** | | | | | **To : July 2011** | | | | **Key Responsibility Areas** | * Diagnosis of various diseases, injuries and malformations of teeth & gums.= * Performing various dental procedures utilizing dental x-rays and other diagnostic procedures * Scaling, polishing, extraction and restorative treatment of teeth * Patient Consultation and Counselling * Organizing awareness camps on oral dental hygiene | | | | | | | | | **Company Name** | **Subharti Dental College, Meerut** | | | | | | | | | **Designation (Dept.)** | **Intern (Dental Services)** | | | | | | | | | **Duration** | **From : April 2008** | | | | | | **To : April 2009** | | | **Key Responsibility Areas** | * Dental Prosthetics including Crown & Bridge * Periodontics * Oral & Maxillogical Surgery * Conservative Dentistry including Endodontic * Orthodontics * Community Dentistry * Paedodontics & Preventive Dentistry * Oral Medicine, Oral Diagnosis & Radiology * Oral Pathology | | | | | | | | |  | | | | | | | | | | **Professional Certifications / Training / Workshop / Industry Exposure** | | | | | | | | | | **Professional Certifications**   * Certified in LEAD (Leadership Education & Abilities Development) Program * Certified in PACE (Professional Attribute & Corporate Employability) Program   **Workshops**   * Interactive session on “An Insight on Legal Aspects of MNCs” by Mr. Pranav Mahajan - India Legal Manager, BBC Global News India Pvt. Ltd. * Interactive session on “Holistic Life Skills” by Mr. Mehernosh Bazun Dittia - Founder & Director, Lighthouse Training * Interactive session on “Corporate Orientation” by Mr.PeeushTomar, Head Strategic Alliances and Partnerships - PVR Leisure * Employability workshops on “Interview Preparedness” and “Build Your Resume”. * Self- Development workshops on “Express Yourself” , “Know your Brand” and “Influencing Minds”   **Industry Exposure**   * Visited “Max Hospital, Saket” to get an exposure to Hospital Operations * Visited “Columbia Asia Hospital, Gurgaon” to get an exposure to Hospital Operations. | | | | | | | | | |  | | | | | | | | |  |  |  | | --- | --- | | **Education** | | | **Year of Completion** | **Program** | | 2017 | Pursuing MBA in Hospital Management, ICFAI (Distance Learning) | | 2016 | Pursuing Post Graduate Diploma in Management in Healthcare Administration, Lingaya’s University | | Pursuing Post Graduate Program in Healthcare Administration, INLEAD | | 2008 | Bachelor of Dental Surgery ,Subharati Dental College ,Meerut | |  | | | **Academic Project / Dissertation** | | | * Poster presentation on “International Patient Safety Goals” * Presentation on “ Transplantation of Human Organs Act 1994 “ * Presentation on “ Joint Commission International “ * Presentation on “ Start-up Story: Oyo Rooms ” * Review of Literature on “ Total Turnaround Time in Admission and Discharge process “ in Rockland Hospital, Qutub | | |
| |  |  |  |  | | --- | --- | --- | --- | |  | | | | | **Personal Strength** | | | | | * Optimistic | | | * Goal Oriented | | * Quick Learner | | | * Focused | | * Resourceful | | | * Energetic | |  | | | | | **Personal Information** | | | | | Marital Status | **:** | Unmarried | | | Nationality | **:** | Indian | | | Language Proficiency | **:** | English & Hindi | | | Computer Skills | **:** | MS Office | | |