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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 |
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| **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.
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| **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 |
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| **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
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| **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.
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| **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
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| **Personal Strength** |
| * Optimistic
 | * Goal Oriented
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| * Quick Learner
 | * Focused
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| * Resourceful
 | * Energetic
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| **Personal Information** |
| Marital Status | **:** | Unmarried |
| Nationality | **:** | Indian |
| Language Proficiency | **:** | English & Hindi |
| Computer Skills | **:** | MS Office  |

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