**CURRICULUM VITAE**

Talha Ahmed

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**Objective:To obtain a position that would enable me to use my past work experience and love of helping others to enhance my employers objectives.**

***Education***

**S. V. Subharti University, Meerut, U.P., India – 2011-2013**

***Master of Business Administration (MBA)*** *(Hospital Administration)*

*Overall Grade: 70%*

**Sai Institute of Paramedical & Allied Sciences, Dehradun; U.K. India**-2010 &60%

***Bachelor of Science, (Medical Microbiology)*** *– 2010*

*Overall Grade: 60%*

**Technical Skills:**

*Computer proficient in Microsoft Office, Photoshop and Coral*

**Conferences Attended**

*Attended EMS -2012 at AIIMS (New Delhi: Three days International Conference on “Emergency Medical Service systems” held from February 9-11, 2012).*

***WORK EXPERIENCE***

**Fortis Escorts Heart Institute, New Delhi, India(September2010 - March 2011)**

***Internship in Laboratory Department.***

**Super Religare Laboratory, New Delhi, India; (January 2011 - March 2011)**

***Internship inMicrobiology Department***.

**Subharti Hospital Meerut, India, (May 2012 - July 2012)**

***Internship as a Hospital Manager***

Subharti Hospital is a 1200 hundred bed hospital. It is located in Meerut city (India). SubhartiHospital is affiliated withSubharti University, where I completed my MBA in Hospital Administration. This rotational internship was a part of my MBA course. The internship was very extensive and based on charts and paperwork for patients and physicians.

**Lokpriya Hospital, Meerut (April 2013 - 2014)**

***Senior Executive Operation & as a Third Party Administrator.***

Lokpriya hospital is a one of the oldest hospital of Meerut andhas beenserving peoplefor the past 25 years. It is a multispecialty 200 hundred bed hospital located in Meerut City, North India. The hospital has its own pharmacy,well-equipped laboratories, and equipped with radiology capabilitiesincluding X-Ray, ultrasound with 3Dslice, and a CT scan.

I am involved heavily in the marketing aspect to hospital care. I meet with doctors and explain to them what our hospital can offerto patient care and encourage them to send their patients to our hospital. Inside the hospital, I am also involved in day-to-day operation management as well as a patient coordinator. My work is to coordinate with patients. Listen to their problems and to resolve them. In addition, I also help with other departments like in TPA (Third Party Administrator) department. In TPA we work with patients who have health insurance.

**Lokpriya Hospital, Meerut (since 2014 - to date)**

***Head –Department of Third Party Administrator.***

Based on my work ethics and productivity, I was promoted by our director to lead the TPA department. Primarilyin this role, I have been involved in management of this division to better serve the patients.

**STRENGTHS**

Honesty

Punctuality and regularity

Positive attitude

Good communication skills

Smart working ability

**PERSONAL DETAILS**

Father’s Name - Haji MehfoozRehman

Date of Birth – November 14, 1986

Sex - Male

Nationality - Indian

Country - India

Languages Known - Urdu, Hindi, and English.

***Declaration***

I hereby declare that the above details are to the best of my knowledge and belief – Talha Ahmed