**CURRICULUM-VITAE**

**KAMLESH KANDPAL**

***ADDRESS***

 ***PREET VIHAR***

***NEAR PREET VIHAR METRO STATION***

***NEW DELHI***

***PHONE NO- +91-7727935377 +91-8506987298***

***E-MAIL- kamlesh\_kandpal@outlook.com***

***OBJECTIVE***

A self motivated and goal-oriented healthcare professional dedicated to work towards mission and vision of the organization by utilizing my academic, professional and personal skills there by contributing to the success of the organization.

***AREAS OF INTREST***

**SERVICE QUALITY MANAGMENT, H.R MANAEGMENT/ASSISTANTE / EXECUTIVE , MEDICAL / SUPPORT ADMINISTRATION , OPERATION MANAGEMENT , PATIENT CARE CORDINATOR , NIGHT ADMINISTETOR**

***PROFESSIONAL QUALIFICATION***

MBA DUAL SPECIALIZATION IN HOSPITAL AND HEALTH CARE MANAGEMENT & HUMAN RESOURCES MANAGEMENT( 4th sem result waiting)

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| ***S. NO*** | ***EXAMINATION PASSED (DESCENDING ODER HIGHER FIRST)*** | ***NAME OF BOARD / UNIVERSTY*** | ***YEAR*** | ***REMARKS*** |
| ***1-*** | *M.B.A (HOSPITAL & HEALTHCARE)+* *HUMAN RESOURCE MANAGEMENT*  | *NATIONAL INSTITUTE OF MEDICAL SCIENCES (NIMS UNIVERSITY JAIPUR)* | *JULY2013- MAY 2015* | *1ST DIVISION* |
| ***2-*** | *B.sc MEDICAL MICROBIOLOGY* | *H.N.B GHARWAL UNIVERSITY UTTARAKHAND* | *2009 - 2012* | *1ST DIVISION* |

***EDUCATIONAL QUALIFICATION***

|  |  |  |  |  |
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| ***S. NO*** | ***EXAMINATION PASSED (DESCENDING ODER HIGHER FIRST)*** | ***NAME OF BOARD / UNIVERSTY*** | ***YEAR*** | ***REMARKS*** |
| *1-* | *10+2* | *UTTARAKHAND BOARD* | *2008* | *2ND* *DIVISION* |
| *2-* | *HIGH SCHOOL* | *UTTARAKHAND BOARD* | *2005* | *2ND DIVISION* |

**PRESENTETLY IAM WORKING POST ON CONSULTANT MANAEGER IN RALIGARE HEALTH INSURANCE COMPANEY LMT. FOR BUTTERSILK FOUNDATION CONSULTANCY. FEB 2015 TO TILE DATE**

***WORK EXPRIENCES***

* 2 MONTHS INTERNSHIP AT **MAX HEALTH CARE SUPER SPACILITY HOSPITAL PATPARGANJ NEW DELHI IN HOSPITAL ADMINISTRATION DEPARTMENT OF SERVICES QUALITY MANAGEMENT**
* **Job Description :**

**1.Carry out routine audits of clinical areas/departments
2.Provide feedback to departments
3.Support and implement QI projects
4.Closure of Non conformities
5.To support the development, periodic review and improvement of clinical
indicators
6.Support the planning and implementation of all requirements of accreditation
7. Audits & QI projects**

 **2 MONTHS INTERNSHIP AT APEX SUPER SPACILITY HOSPITAL JAIPUR IN HUMAN RESOURCE MANAGEMENT DEPARTMENT**

Job description-

TO handle the Requirement and interview process for new candidate

Scheduling the interview process

Coordination with other H.R staff

Documentation filing process for new joines

Motivational traning for healthcare providers in clinical departments

Event management

 **15 DAY’S PROJECT WORK WITH KPMG ORGANIZATION TEAM PATIENT WAITING TIME ANALYSIS IN OPD PATIENT ,** ( KPMG IS A WORD TOP LEADING AUDIT ORGANIZATION)

SIX MONTHS INTERNSHIP IN **Dr. B. L KAPUR MEMORIAL SUPER SPECIALITY HOSPITAL** PUSA ROAD NEW DELHI **(NABH & NABL ACCREDITED HOSPITAL)**

IN FOLLOWING LAB DEPARTMENT:-

1. HISTOPATHOLAOGY & CYTOPATHOLOGY
2. HAEMATOLOGY & FLOW CYTOMETERY
3. BIOCHEMISTRY
4. MICROBIOLOGY
5. TRANSFUSION MEDICINE & IMMUNO-HEMATOLOGY

***RESEARCH PROJECTS***

SERVICE QUALITY MANAGEMENT (PATIENT SAFTY & QUALITY OF CARE) AT MAX HEALTH CARE SUPER SPACILITY HOSPITAL PATPARGANJ NEW DELHI

***OTHER ACTIVITIES***

* PARTICIPATION **WORKSHOP ON FOOD POISONING AWARENESS CHALLENGES & ATRATEGIES IN MARCH 20TH 2010** ORGANIZED BY SAI INSTITUTE OF PARAMEDICAL & ALLIED SCIENCES DEHRADUN UNDER THA SPONSRSHIP OF UTTARAKHAND STATE COUNCIL FOR SCIENCE & TECHNOLOGY.
* SOCIAL ACTIVITIES BLOOD DONATION IN IMA BLOOD BANK OF UTTARAKHAND
* WON MANY AWORD’S AND CHSH PRIZE IN PAINTING & DRAWINGS COMPITETION IN SCHOOL , COLLEGE, NATIONAL LAVEL
* PARTICIPATED IN 1ST HALF MARATHAN IN 7TH APRIL 2013 BY INVERTIS UNIVERSITY BAREILLY .

***HOBBIES***

* READING BOOKS , PAINTINGS ,AND SKETCHES DRAWINGS

***SKILS***

* Good verbal and analytical skills.
* Knowledge of the medical industry and its organizational system
* Ability of multitasking
* Interpersonal and management skills
* Comprehensive problem solving ability
* Work in a Team, Easily adapt to the environment
* **Computer Proficiency in Ms office**

***PERSONAL DETAILS***

* FATHER’S NAME : SHRI GIRISH CHANDRA KANDPAL
* DATE OF BIRTH :10TH FEB 1988
* NATIONALITY : INDIAN
* SEX : MALE
* MARITAL STATUS : SINGLE
* LANGUAGES KNOWN : HINDI , ENGLISH, PANJABI
* PARMANENT ADDRESS : VILL- MALLA BEURA

 P.O – KATHGODAM

 DISTT- NAINTAL

 STATE – UTTARAKHAND

 RESEDENT ADDRESS : ***PREET VIHAR***

 ***NEAR PREET VIHAR METRO STATION***

 ***NEW DELHI***

 E-MAIL : kamlesh\_kandpal@outlook.com

* MOBILE NO – : 07727935377 , 08506987298

***DECLARATION***

I do hereby declare that all above information furnished by me are true to the best of my knowledge & belief

 DATE:-

PLACE: KAMLESH KANDPAL