***Rahul*** Email:***rahulraj714@gmail.com***

 ***Mobile No.:-+91-8802442749***

|  |
| --- |
|  |
| ***Objective:*** *To seek a position in an organization where I can enhance my skills and strength in conjunction with the company goals and objectives.* |

|  |
| --- |
| ***Education*** ***Percentage/CGPA Obtained*** |
| ***2013-2015*** | ***MBA in Health Care******Faculty of Management Studies.******ManavRachna International******University Faridabad.*** |  ***7.0%*** |
| ***2007-2010*** | ***Bachelor of Hospital Managament.******NSHM College of Management and Technology,Durgapur.******West Bengal University, Kolkata.*** |  ***73.3%*** |
| ***2005-2007*** | ***ISC******Shivam Convent School.******Patna.*** ***C.B.S.E*** |  ***66%*** |
| ***2004-2005*** | ***Matriculation.******R.P.S Public School, Patna.*** ***C.B.S.E***  |  ***55%*** |

|  |
| --- |
| ***Training*** |
| ***Name of Organisation.*** | ***Duration*** | ***Department*** | ***Project Details*** |
| *Fortis Escorts Hospital,**Faridabad.* | *16 weeks**(Aug.2014 to Nov.2014)* | *Operations in OPD* | *To optimize waiting time and conversion of OPD patients to IPD.*  |
| *Aditya Birla Memorial Hospital.**Pune.* | *8 weeks**(July2009 toAug.2009)* | *OPD* | *Assessing Patient Satisfaction in OPD.* |

|  |
| --- |
| ***Work Experience*** |
| 1. *Presently working in Bapu Nature Cure hospital Delhi, as IPD Coordinator from July 2015 to till now.*
2. ***Bihar Institute Of Gastroenterology Hospital Sept.2011- June 2013***
* *Worked as Assistant Manager. The job responsibilities included*
* *Maintaining file of Equipment’s.*
* *Housekeeping and Security Departments.*

 ***3. Prime Hospital Hyderabad Jan2010- Sep2011.**** *Worked as a Administrator. The job responsibilities included*
* *Purchase and General Store*
 |

|  |
| --- |
| ***Accomplishments.*** |
| * *Attended 2nd National Conference of Hospital Administrator at Durgapur.*
* *Certificate of Appreciation after successful* ***NABH Pre Assessment*** *audit of Prime Hospital Hyderabad.*
 |

|  |
| --- |
| ***Personal Details.*** |
| * ***Date of Birth:*** *15 June 1990.*
* ***Contact no. :*** *08802442749*
* ***Nationality:*** *Indian.*
* ***Permanent Address:*** *S/383,WestLohia Nagar Kankarbagh Patna,800020.*
* ***Current Address:*** *Room no.202,C/o Mr. Narendra Sharma(S.I), 118A Sec-20Friends Colony Old Faridabad.*
 |

***DECLARATION:***

*I hereby declare that the details provided by me in this resume are correct and I have knowingly not omitted/misrepresented any information. I am aware that the company can use this data for verification purposes and any material inconsistency, identified between the details shared above versus actual information would have a bearing on my employment, based upon company policies.*

*Date:*

*Place: Faridabad Signature: Rahul*