

<b>MHM</b>	Department of Hospital Management, Hemchandracharya North Gujarat University (2014-16) <b>CGPA: 2.844/4.33</b>
<b>B.P.T.</b>	Shree B.G.Patel College Of Physiotherapy, Anand <b>Score: 62.9%</b>
<b>XII</b>	Jawahar Navodaya Vidyalaya, Patan <b>Score: 69%</b>
<b>X</b>	Jawahar Navodaya Vidyalaya, Patan <b>Score: 75.6%</b>
<b>WORK EXPERIENCE</b>	
<b>Total Experience: 2 years 8 months</b>	
<b>Nirmal Hospital Pvt. Ltd, Surat</b>	<b>Operation Theatre Manager ( 8months)</b> <ul style="list-style-type: none"> <li>Managing Schedules of surgeries</li> <li>Managing the records of surgeries</li> <li>Managing communication with surgeons and anesthetists</li> <li>Managing the requirements of instruments of surgeries</li> </ul>
<b>Sterling Hospital, Vadodara</b>	<b>Cath lab Coordinator ( Jan 2016 – Nov 2018)</b> <ul style="list-style-type: none"> <li>Managing schedule of procedures</li> <li>Managing records of procedures</li> <li>Managing communication with medical admin about procedures</li> <li>Managing communication for requirements of instruments of procedures</li> <li>Managing communication for TPA &amp; corporate patient's documents requirements</li> </ul>
<b>New life Hospital, Pioneer Medical &amp; Paramedical Campus</b>	<b>Hospital Administrator ( Currently working)</b> <ul style="list-style-type: none"> <li>Looking after all administrative work of hospital</li> <li>Analyzing documentations</li> <li>Communicating to all departments for continues quality improvement</li> <li>Managing all internal branding of Hospital</li> <li>Channelizing interdepartmental work process</li> </ul>
<b>INTERNSHIP/ PROJECTS</b>	
<b>Summer Internship</b>	<b>Operations Intern(Front Office) , Narayana Health Multi specialty Hospital Jaipur</b> (April 2015– June 2015) Project Title: "Stress among health care providers OPD and Front Office" <ul style="list-style-type: none"> <li>Did the consumer survey in different outlets of Reliance Retail and analyze their buying patterns</li> <li>Different factors which affects the Front Office Health care providers, OPD and Front Desk</li> <li>Different aspects of Front Office and OPD</li> </ul>
<b>Project</b>	<ul style="list-style-type: none"> <li>Dissertation work on impact of obesity on Musculoskeletal problems/Pains</li> <li>Project report on Hospital visit at GCS Medical Collage and research centre, Ahmadabad</li> <li>Project on comparative study of various departments of 3 multispecialty Hospitals Of Ahmadabad</li> <li>Project on improvement in operation theatre efficiency through better management and scheduling</li> </ul>
<b>Certification</b>	<ul style="list-style-type: none"> <li>Basic Life Support(BLS), Advance Life Support(ACLS) training by American Heart Association at 108 GVK-MRI at Ahmadabad</li> <li>Attended National Level Conference HOSPICON-2015 at Sancheti Healthcare Academy</li> <li>Participated in one day training on SIX SIGMA YELLOW BELT (January 2015)</li> <li>Participated in three days workshop on Internal Councillor programme of NABH Standards</li> <li>Participated in two days workshop on antenatal postnatal Physiotherapy (Sept 2018)</li> </ul>
<b>LEADERSHIP AND EXTRA CURRICULAR ACTIVITIES</b>	
<b>Participation</b>	Participated in debate competition in National level conference HOSPICON-2015 at Sancheti Healthcare Academy