



# Name

Medical Officer, xxxx

## PERSONAL INFORMATION

A certified medical professional with 10+ years of experience managing enterprise implementations of healthcare information and systems. Expert at gathering, analysing and defining business and functional requirements. Proven ability to lead implementations and deliver technical solutions, improving revenue margins and workplace productivity.

## WORK EXPERIENCE

### 2014-2017 Head of Department, Army Field Hospital

- Administrative head of a 200+ member facility; trained **2000+ troops** in medical combat
- Led a 75 + members QRM team for instant relief to 800+ people in cyclone prone areas
- Planned and **strategized** 3 months of manpower & logistics for a 1000+ kms manoeuvre
- **Forecasted** the demands, shortlisted vendors & procured items after tendering process
- Established work plan for each project phase; cleared employees for career progression
- **Identified breakdowns** in hospital cash posting processes & handled 15 mn+ of **budget**

### 2013-2014 Officer Incharge, Forward Surgical Centre

- Based on credibility & exemplary performance; appointed as officer incharge at Siachen
- Responsible for **administration** & welfare of manpower ; handled day to day operations
- Ensured **zero casualty** rate under extreme weather conditions at the highest battle field
- Segregated medicines by shelf life which ensured **optimized inventory** levels at all times
- Pioneered the **testing** , sustainment and **feasibility** check of reduced weight equipment

### 2010-2013 Officer Commanding, Advanced Dressing Station

- Provided medical cover & support to 3500+ troops & civilians in inhospitable conditions
- Entrusted to process **confidential** employee records such as evaluations and appraisals
- Analyzed data and requirements to **forecast** future demands ; reduced wastage by **5 %**
- Interacted & **counselled** troops at outposts to ensure physical and psychological health
- **Motivated** troops by ensuring 30 second **response time** during real time fire operations

### 2008-2010 Medical Officer, Metro Heart Institute Meerut

- Officer Incharge of CTVS & CCU units;successfully handled 100+ critical cases per month
- Monitored and supervised daily operations ; reduced emergency response **time** by **18%**
- Reduced fatality rate to 0. % by **training 50 +** nursing staff in cardio vascular life support
- Mapped & identified non value adding activities to **reduce** patient wait time by 3 minutes
- Establishment received **NABH** certification;solely responsible to ensure the compliances
- Analyzed demographic and geographical parameters to establish feasibility of the camp

## SKILLS

OPERATIONS	★ ★ ★ ★ ★	WORD	★ ★ ★ ★ ★
CONSULTING	★ ★ ★ ★ ★	EXCEL	★ ★ ★ ★ ★
MARKETING	★ ★ ★ ★ ★	POWER POINT	★ ★ ★ ★ ★

## CONTACT



## EDUCATION

General Management Programme  
IIM Lucknow, 2018

PGD in Finance  
Symbiosis University, 2010-12

Doctor of Medicine  
IMS Moscow Medical Academy, 2000-06

## ACHIEVEMENTS

Certified in Advanced Cardio Life Support

Ranked 3<sup>rd</sup> in Medical Officers Course

3 + Letters of Appreciation

Recognized for Sadbhavna Operation

5/5 CGPA in Medicine