

CURRICULUM VITAE

Name : LOKESH DADHICH
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CAREER OBJECTIVE:-

Challenging position in a dynamic and growth-oriented organization there by adding value to myself and apply my knowledge and skills to contribute to the growth and success of the organization.

ACADEMIC QUALIFICATIONS:-

1. SECONDARY— RAJASTHAN BOARD OF SECONDARY EDUCATION IN 2008.
2. SR.SECONDARY— RAJASTHAN BOARD OF SECONDARY EDUCATION IN 2010.
3. GRADUATION— BCA IN COMPUTER SCIENCE FROM MCNUJC, BHOPAL, (M.P)
4. POST GRADUATION — MBA IN HOSPITAL ADMINISTRATION FROM JAIPUR NATIONAL UNIVERSITY.
5. POST GRADUATION— PURSUING LLB FROM JAI NARAYAN VYAS UNIVERSITY (JNVU, JODHPUR).

WORKING EXPERIENCE:-

Hospital	ALL INDIA INSTITUTE OF MEDICAL SCIENCES, JODHPUR
Designation	RECORD CLERK (ADMINISTRATIONS)
Hospital	MEDIPULSE HOSPITAL, JODHPUR HEALTH CARE PVT. LTD.
Designation	DUTY MANAGER (OPERATIONS)
Hospital	INDIAN INSTITUTE OF TECHNOLOGY, JODHPUR
Designation	TECHNICAL PROJECT SUPERINTENDENT
Hospital	RAHI CARE PVT. LTD.
Designation	REGIONAL MANAGER
Hospital	SWAYMBHU JMJ GANPATI MAHARAJA SOCIETY, SONA HOSPITAL
Designation	HOSPITAL ADMINISTRATOR
Hospital	VYAS MEDICAL COLLEGE AND SUPERSPECIALITY HOSPITAL
Designation	ASSISTANT MANAGER ADMINISTRATION AND MARKETING

Professional Experience

Vyas Medical College and Superspeciality Hospital Jodhpur (Raj.)
(Super Speciality Care with Feelings)
Assistant Manager (Administration and Marketing)
December, 2022 to Till Date.

At present, Vyas Medicity is set to emerge as a one-stop destination for all healthcare needs with its 330 beds which would be easily accessible by road. Advanced world-class patient care would emphasize excellence in credibility, transparency, compassion and patient care since it was proposed. To establish a global healthcare delivery system that would be accessible to patients, and maintain the hospital's competitive edge through the provision of high- quality care and evidence. Vyas Medicity commits itself to be fully equipped with a world-class healthcare facility that would have universal access to high standards of clinical expertise and healthcare services to all.

- Coordinate with the different departments and create / maintain a good working environment and team spirit.
- Collect written reports from all the executives and do the needful.
- Resolve day to day patient problems / attendant's problems by convincing them.
- Ensure that the staff consultation discount is being given after authorization only.
- Responsible for Quality Department for day-to-day Quality activities manage according to NABH Protocols.
- Renewals of all Contracts / Agreements / Mou etc.
- Also Responsible for managing infection control through best practices in equipment sterilization, and controlled movement of people through different areas of the hospital.
- Responsible for day to day operations of the facility.
- Responsible for all clinical areas include OT, ICUs (SICU, POW) Recovery, Casualty, Path Lab, Nursing areas. This includes manpower management, inventory, patient issues, biomedical equipment maintenance to monitor all aspects of the day –to-day operation of the hospital as well as plan for adequate medical care and satisfaction of patients.
- Member of Operational Committee of the Hospital to plan the various departments of the Hospital and coordinating all the departments.
- Ensuring all the legal and statutory compliances mandatory by the State & Central Govt. related to hospital.

Professional Experience

Swaymbhu JMJ Ganpati Maharaja Society, Sona Hospital Jodhpur (Raj.)
(Concern for life)
Hospital Administrator (Operations)
July, 2022 to December, 2022

- Managing Staff: To Supervise and evaluate healthcare facility staff.
- Overlooking and coordinating the functioning of both Administration and Hospital Marketing.
- Renewals of all Contracts/ Agreements.
- Responsible for day to day operations of the facility.
- Communicate with personnel, across medical and non-medical staff and create a healthy and efficient work environment.
- Responsible for management of facilities/infrastructure. This includes plumbing/electrical/civil work, maintenance of utilities. Ensure servicing/maintenance of equipment as per a schedule and implement contracts with service providers for the same.
- Responsible for all clinical areas include OT, ICUs (SICU, POW) Recovery, Casualty, Path Lab, Nursing areas. This includes manpower management, inventory, patient issues, biomedical equipment maintenance to monitor all aspects of the day –to-day operation of the hospital as well as plan for adequate medical care and satisfaction of patients.

Professional Experience

Rahi Care Pvt. Ltd.
Chandigarh, Punjab
(A unit of Hemodialysis chain units)
Regional Manager
(Operations) February, 2020
to May, 2022

RAHI Care's origin lies in the ideals of my forefather Sh. Abhilashi Tayal, a martyr who dedicated his life to serving masses. At the heart of it's being, RAHI Care shares the same vision and strives to "restore & rekindle lives" through "accessible & affordable quality healthcare for everyone". India is often referred to as the diabetic capital of the world, an infamy likely to worsen exponentially as its young population ages. Lifestyle conditions – Diabetes,

Hypertension are responsible for 50% of the kidney disorder, which eventually deteriorates into End Stage Renal Disease (ESRD). ESRD is a debilitating condition which requires continuous treatment (hemodialysis) or organ transplant. On account of prohibitive cost, stringent transplant laws, absence of donors and high rate of bio-rejection, fewer than 6000 transplants are performed in a country with ~400,000 renal patients. As a result, most patients are dependent of dialysis therapy for prolonging their lives, facilities for which are costly and inadequate. RAHI Care is our endeavor to address this deficiency in services through a network of quality renal care centres in regions where such facilities are either dismal or non-existent. Our modern centers have latest equipment managed by skilled medical professionals in order to provide our patrons with highest standard of kidney care. We are currently operating in 52 locations across India and present at Punjab, Haryana, Uttarakhand, Orissa, Rajasthan & Himachal Pradesh. Our promoters & team comprise of specialist doctors (> 15 years of multi-disciplinary experience in both public & private setups, strong ties in medical fraternity), entrepreneurs, managers and academicians.

ROLES AND RESPONSIBILITIES:-

- Handling 8 Districts Dialysis Units with the no of 76 Staff.
- Working closely with The **Pradhan Mantri National Dialysis Program**.
- Observing continuously to enhance patients experience through interaction & handle patient grievances. Bridge between doctors, paramedical staff & higher management to provide seamless service delivery. Ensuring service in proactive & responsive manner in person/virtual.
- Completely responsible for staff grievances & roster and all the operations of the units. Ensure the implementation and compliance of quality standards.
- Tie-Ups with the other hospitals and State Govt. Officials.
- Making services seamless for BHAMASHAH Yojana & AYUSHMAN BHARAT Yojana Patients.

Professional Experience

(IIT) Indian Institute of Technology, Jodhpur
Technical Project Superintendent,
(Administration)
August, 2019 to October, 2019

The Indian Institute of Technology Jodhpur (IIT Jodhpur or IITJ), is a public university located in Jodhpur in the state of Rajasthan in India. It is one of the eight new Indian Institute of Technology (IITs) established by the Ministry of Human Resource Development, Government of India under The Institute of Technology (Amendment) Act, 2011 which declares these eight IITs as well as the conversion of the Institute of Technology, Banaras Hindu University to IIT. [2] The Act was passed in the Lok Sabha on 24 March 2011 [3] and by the Rajya Sabha on 30 April 2012.

Professional Experience

Medipulse Hospital Jodhpur
Unit of Jodhpur Health Care Pvt. Ltd.
Duty Manager (Operations)
September, 2015 to December, 2018.

Medipulse Hospital is a 300-bed tertiary care NABH ACCREDITED healthcare facility. Medipulse is equipped with cutting edge technology for diagnostics, medical and surgical treatment modalities like: a complement of 65 Critical Care Beds, 8 Modular Operation Theaters, Cardiac Catheterization Laboratory, Radiology and Imaging solutions, Pathology and Emergency services including trauma. Medipulse has Centers of Excellence in Cardiology & Cardiac Surgery, Neurology & Neuro Surgery, Orthopedics & Joints, Minimal Access Surgery to name a few

ROLES AND RESPONSIBILITIES:-

- Overlooking and coordinating the functioning of both clinical administration and non-clinical administration.
- To look after branding, marketing, and activity (camps. & promotion activity) of hospital, Referrals regarding all activity, & Operation Management.
- Member of Operational Committee of the Hospital to plan the various departments of the Hospital and coordinating all the departments.
- Worked extensively on Hospital brochures as well as documentation planning and control.

- Design of Express Discharge Process, Implementation of the same and minimize duplication of work so as to fasten the discharge process on of changes and reorganization of system, process and procedures as and when required by topmanagement.
- Ensure minimum time in OPD patient screening and adequate patient satisfaction, consolidate the feedback & prepare weekly report.
- Ensuring that daily hospital statistics are obtained and loaded in the statistics file on a daily basis and being reported on monthly basis.
- Analyzed the waiting time during patient discharge process in the hospital.
- Liaoning with the Consultants and Interpreter for smooth communication between the patient and the doctor.
- Preparing and processing bills of the IPD, TPA, Corporate patients.
- Planning, managing and delivering patient care by deciding priorities and collaborating with the healthcare team.
- Carrying out and assisting in management activities
- ROSTER management of the department along with recruiting, training, induction.
- Monitoring consumptions and indenting of the department and minimizing inventory/stock.

NIGHT ADMINISTRATIVE 'S WORK:-

1. Inpatient services:

- Taking every day rounds of the inpatient rooms and ensuring that proper services are delivered to them.
- Resolve the issues faced by the patient promptly.
- To collect feedback in prescribed feedback forms from all patients and collate them.
- Meet with the patients regularly and enquire about their problems and complaints.
- Report to the higher management for very serious issues.

2. Outpatient Department:

- Performed a case study on time-motion study of Outpatient Department.
- Scheduling daily appointments of the patients.
- Keeping track of Consultants performance on monthly basis.
- **Looking after Medico - Legal cases, coordinating Between Hospital & Police as well as for patient also.**

PERSONAL DETAILS:

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 Address : 54, VIJAY NAGAR, BASNI-1 PHASE, JODHPUR.
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 Email-ID : lokeshdadhich1993@gmail.com
 Father Name : MR. OM PRAKASH SHARMA
 Mother Name : MRS. SANTOSH
 Date of Birth : 04/01/1993
 Sex : MALE
 Nationality : INDIAN
 Marital status : MARRIED
 Language knows : HINDI, ENGLISH

LOKESH DADHICH

DATE:

