

KHUSHBOO RAWAT

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Anand legacy Apartment Shastri Nagar Dehradun Uttarakhand -248002



Objective

To Work with organization where I can learn new skills and increase the best out of my potential contribute and to the organisation growth as well as myself



Education

Uihmt And Cims Group Off Colleges Dehradun Uttarakhand

2021 to 2024

3 Year degree Bachelor of Hospital Administration

Shri guru Ram Rai inter College Mothrowala Dehradun

2019

12 th

Gic inter college Pratap Nagar Tehri Garhwal Uttarakhand

2017

10 th



Skills

Positive in each and every work

Good communication skills

Accept challenge

Self confidence



Experience

Arihant Hospital Dehradun

16/11/2023 - 23/02/2024

Vocational training

In Admin Department Arihant Hospital Shatri nagar Dehradun

Arihant Hospital Dehradun

01/04/2024 - 01/10/2024

Internships

In Admin Department Arihant Hospital Shatri nagar Dehradun



SUMMARY

A hospital administrator oversees the daily operations of a healthcare facility, ensuring efficient and effective patient care. Their responsibilities include managing budgets, staffing, regulatory compliance, and strategic planning. They work closely with medical staff, implement policies, and improve hospital services. Strong leadership, problem-solving, and communication skills are essential for success in this role.



Languages

English

Hindi