



SOUMIK ROY

Bawali, Budge Budge
KP Mondal Road, Kolkata 700137

soumikr2003@gmail.com
6290428560
DOB 22/02/2003

Carrier Objective

A highly organized and hard-working individual looking for a responsible position to gain practical experience.

Experience (Internship)

Jagannath Gupta Institute of Medical Science And Hospital 1st September, 2021 - 30 September, 2021
Radiology Department
Role :

- Co-operate with Radiologist
- Billing
- Monthly Data entry
- Handling Patients Relatives

Jagannath Gupta Institute of Medical Science And Hospital 4th July, 2022 - 3rd September, 2022

Medical Records Department

Role :

- File Receiving
- File checking
- File storing
- ICD Coding
- Ward Round

12th December, 2022 - 12th March, 2023

MR Bangur Hospital

Quality Department

Role :

- Time Motion Study
- Patient Satisfaction Sarvey (OPD and IPD)
- Hospital Observation
- Checking Bio-medical waste
- Checking the Signage
- Checking the expiry date of Fire Extinguisher
- Ward Round

Academic Details

Pailan College of Management and Technology

BBA In Hospital Management
2023 - CGPA 7.57 (Average)

Bawali High School

West Bengal Council of Higher Secondary Education
2020 - 60%

Computer Proficiency

Ms Word
MS PowerPoint
MS Excel

Additional Information

Date of Birth : 22/02/2003
Marital Status : Single
Father's Name : Uttam Roy
Father's Occupation : Serviceman
Permanent Address : Vill & P.O - Bawali, P.S - Noakhali, Dist: South 24 Pgs, Pin - 700137

Declaration

All the above information is true to the best of my knowledge and belief

Place :

Date :

Signature : _____