



“RESUME”

NAME: Dr. AMIT SHRIVASTRI (B.D.S, M.H.A)

CONTACT NO.: 6266493331, 7974137345

EMAIL ID: amitshrivastri@gmail.com

ADDRESS: House no.79, Harmilap Nagar Ph-1, BALTANA,
CHANDIGARH (PUNJAB) , 140604

- **MY OBJECTIVE:** “To seek a position in an organization where my acquired skills, creativity, knowledge and experience can be utilized. To undergo **structural & functional working** in developing era of versatile hospital/medical industry.”
- **AREA OF INTEREST:** Healthcare Industry and Administrative Role.

EDUCATIONAL QUALIFICATIONS

QUALIFICATION	INSTITUTE	YEAR OF PASSING	%age/GGPA
Masters in Hospital Administration	I.M.S- Indore. DAVV University,, MP	2017	7.14
Bachelor in Dental Surgery (B.D.S.)	Swami Devi Dayal Dental College and Hospital Panchkula, Haryana (Affiliated to Pt. B.D. Sharma University, Rohtak)	2014	58%
XIIth	Govt. Model Sr. Sec.School, Sector 21, Chandigarh	2008	58.7%
Xth	Manav Mangal High School, Chandigarh	2006	70.4%

EXPERIENCE: -**FullTime:- 7 years in Hospital Administration, 2017-2024**

- 1 year

March 2023- April 2024- Quality Manager

Madhavbaug Hospital – Group of VSAL Labs..

Kondhali- Maharashtra

- 1year

July 2022-Dec 2023-Assistant Manager -Clinical Operations

Shalby Hospital - 220 Bedded

Jabalpur-M.P.

- 1year

Jan2021-June2022-AssociateFaculty-Medical RecordTechnician

Tech. Mahindra SMART academy for Healthcare

Sector-74, Mohali (Punjab)

- 1year

Mar2020-Mar2021-HospitalAdmin/HR

Bedi Maternity and IVF Hospital- 35bedded,NABH

Sector-33,Chandigarh

- 1year

May2019-Mar2020-ManagerOperations

Sagar Shree Super Specialty hospital- 150bedded (NABH)

Sagar (M.P.)

- 1year

May2017-May2018-EMR(electronicmedicalrecordsDept.-Executive

NARAYANAHEALTHCITY-corporateoffice

(J.C.I.),BENGALURUinEMR(electronicmedicalrecordsDept.)

Training's

- 1 year
- Oct 2016-May 2017- As Medical Advisor (Medicclaim)
- Raksha TPA Pvt. Ltd. Indore (M.P.)

- 3 Months Aug 2018 – Oct 2019
- Trainee- Admin/HR at Trinity Hospital & Medical Research Institute,
- Zirakpur, Punjab NABH:

- 45 Days:-May 2016
- BOMBAY HOSPITAL, INDORE in Marketing and Med claim Dept,

EXTRA-CURRICULARACTIVITIES:

March 2016-Participated in **2nd National Level NABH workshop** held at Sri Aurbindo Institute of management and Science, Indore (M.P.)

February 2015-Contributed as **Member** of the Medical Committee and got certificate for **excellent organizing skills** in **30th Inter-University NATIONAL YOUTH FESTIVAL** held at Devi Ahilya Vishhwa Vidyalaya Indore (M.P.)

January 2013 to March 14- Rotatory Internship Training, Rotation (07-01-2013 to 11-03-2014), from Swami Devi Dayal Dental College and Hospital, Barwala, Distt. Panchkula, Haryana.

November 2011- Submitted PAPER in **National Undergraduate conference** of OMR held at M.M. University, Ambala

PERSONAL PROFILE :

- ❖ Marital status: Unmarried
- ❖ Familystatus: Nuclearfamily
- ❖ Father's name: Dr.R.K.SHRIVASTRI
- ❖ Mother's name: KRISHNA SHRIVASTRI
- ❖ Date of Birth :7JANNUARY1991
- ❖ Hobbies :to watch or read biopic of famous successor of various fields.
- ❖ Languages known :Hindi, English, Punjabi
- ❖ Postal address: H n o . 1171, Sector 25 (Panchkula), HARYANA

*"There by declare that information provided in this resume is correct
& best of my knowledge*

**Regards,
Dr.Amit Shrivastri**

