

RHEA DIVINE D SOUZA



CONTACT

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LANGUAGE:

- English
- Hindi
- Kannada
- Konkani
- Tulu

SKILLS

- ✓ Effective Communication
- ✓ Decision making
- ✓ Adaptability
- ✓ Critical thinking
- ✓ Time Management
- Problem Solving

COMPUTER SKILLS

- Microsoft Office
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- C++

INTERESTS

- Watching movies
- Listening to music
- Cooking
- Traveling

CAREER OBJECTIVE

As a Master's graduate in Hospital Management from AJIHM, Mangalore, affiliated with RGUHS, Bangalore, I am eager to apply my knowledge and skills to contribute meaningfully to an organization. I am committed to enhancing hospital operations and supporting the institution's goals while continually improving my professional abilities.

Education:

Pursuing Master's in Hospital Administration (MHA) at A.J. Institute of Hospital Management, Mangalore.	2024
B.com at St. Aloysius College (Autonomous), Mangalore.	2022
P.U.C. at St. Aloysius Pre-University College, Mangalore.	2019
S.S.L.C. at St. Sebastian's English Medium High School, Permannur, Mangalore.	

INTERNSHIP AND OPERATIONS

Sree Renga Hospital, Chengalpattu, Tamil Nadu. (2.5 Months)

Department: QUALITY DEPARTMENT

→ Developed comprehensive process flowcharts and checklists, conducted non-clinical audits, and participated in hospital accreditation processes to ensure compliance with NABH 3rd edition standards and national quality requirements across all departments.

→ Enhancing Diagnostic Safety through Standardized Handover in Low resource settings

→ Optimizing Diagnostic Safety through Effective Communication: Engaging Patients and Families in low resource settings"

A.J. Institute of Hospital Management, Mangalore. (6 Months)

Department: QUALITY DEPARTMENT

- Led an audit on the availability of advanced Fall Prevention Checklist for vulnerable patients. And an audit on the planning of anesthesia procedures.
- A retrospective Study on the incidence of patient falls and their management in a tertiary care hospital

COURSE

Computer course on Accounts Executive- Tally ERP 9 (3 months)

Karnataka German Technical Training Institute- Mangalore (KGTTI)

CERTIFICATES


- Certificate in 'THE KNOWLEDGE FACTORY-2021 at St. Aloysius College (Autonomous), Mangalore.
- Certificate Program for Quality and Accreditation (CPQA) - NABH 5th edition.
- Participation certificate in the National Conference CAHO SAKCON 2023 on Operational Excellence in Healthcare".
- Participated in 30 hours workshop on developing BRAND YOU for the industry.

DECLARATION

I hereby declare that the above information is true and correct to the best of my knowledge and belief.

Date:

Place:


Rhea Divine D Souza