

DINESH KUMAR

PROFESSIONAL SUMMARY

Dedicated professional focused on delivering consistent and quality work in a fast paced environment. Excellent verbal and written communicator with strong background cultivating positive relationships and building successful solutions. Adapts quickly to changing situations and not flummoxed by multitasking.

CORE SKILLS

- Interpersonal skills
- Copywriting
- Data entry
- Social media marketing
- Independent worker
- Time management
- Digital communication

CONTACT DETAILS

A-22-3A, Cova Suites,
Jalan Teknologi Kota Damansara, Taman Sains
Selangor,
47810 Petaling Jaya, Selangor
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019-8157466

WORK HISTORY

Medical Officer

Ministry Of Health, Malaysia | Nov 2016 - Oct 2021

- Supported patient recovery by educating family and caregivers on treatments and warning signs of complications.
- Oversaw patient check-in by pulling charts, verifying data, and organizing paperwork.
- Compiled laboratory and x-ray reports, hospital notes, and other pertinent data.
- Documented information required for patients' specimens and tests completed.
- Educated patients on prescribed medications, treatments, and procedures.
- Helped reduce patient symptoms and prevent progression with oral, inhaled and intramuscular medications.
- Recorded patients' medical history, vital statistics, and information such as test results in medical records.

EDUCATION

AIMST University

MBBS | Aug 2010 - Nov 2016

Bachelor In Medicine & Bachelor In Surgery
- Completed Bachelors Degree
- Completed Basic Life Support Course

LANGUAGES

English - Native Proficiency

Malay- Native Proficiency