

# TAMILSELVAN M

Hosur, Tamilnadu 635-109 | [tamilselvanau98@gmail.com](mailto:tamilselvanau98@gmail.com) | +919965336533

## SUMMARY

A Seasoned working professional with 4 years of experience in the vast area of data collection and analysis and known for his dedication, adaptability, and strong work ethic. Aimed to consistently deliver results and thrives to work in dynamic work environments.

## EDUCATION

### Bachelor of Science

Major: Advanced zoology and Biotechnology  
CGPA: 8.2 (82%)

Loyola College, Chennai  
2016 - 2019

## PROFESSIONAL EXPERIENCE

### Sri Saravana Healthcare

#### Customer Service - Healthcare

Hosur, Tamilnadu  
04/2019 – 08/2023

- Data Collection:** Gather healthcare data from various sources, including electronic health records (EHRs), patient surveys, and public health datasets to create accurate database for later use.
- Data Analysis:** Apply statistical and analytical techniques to healthcare data to identify trends, patterns, correlations, and insights. Analyse clinical, financial, and operational data to support decision-making and strategic planning.
- Healthcare Reporting:** Generate reports, dashboards, and visualizations through PowerPoint to communicate findings and insights from healthcare data analysis. Present data-driven recommendations to stakeholders, including healthcare executives, clinicians.
- Quality Improvement Initiatives:** Participate in quality improvement initiatives aimed at enhancing patient care, safety, and satisfaction. Use data analysis to identify areas for improvement, develop action plans, and monitor progress toward quality goals
- Problem Resolution:** Handled patient complaints and resolve issues promptly and effectively. This may involve investigating billing discrepancies, addressing concerns about quality of care, or facilitating communication between patients and healthcare providers.

## ADDITIONAL INFORMATION

### Secretary, Science club

Loyola College, Chennai

- Communication:** Share information to club members via email, social media, or other communication channels. Respond to inquiries from members and external parties.
- Leadership and Support:** Encourage active participation and engagement among club members. Serve as a liaison between club leadership and the general membership

### Best Volunteer Award, Outreach Department

Loyola College, Chennai

- Adaptability and Flexibility:** Adapt to changing circumstances and priorities in the volunteer role. Be willing to take on new tasks or responsibilities as needed and remain flexible in responding to evolving needs.
- Collaboration and Teamwork:** Work collaboratively with other volunteers, staff members, and community partners to achieve common goals. Communicate openly, respect diverse perspectives, and contribute positively to team dynamics.

## SKILLS

**Technical Skills:** Data Collection and Analysis, MS Office, Stenography – English, Computer Office Automation(Computer Handling Skills).

**Languages:** Fluent in English and Tamil