**RESUME**

**Pallavi Madhavrao Jadhav**

Mobile No - 9049731545

Email Id –[Pallavijagtap800@gmail.com](mailto:Pallavijagtap800@gmail.com)

# OBJECTIVE:

To utilize my capabilities to the best interest of the organization and aspiring

to work in a company where I can get an international exposure.

# Work Experience:

**\*** Work done at Vasan Eye Care Pvt. Ltd Pune, As a OT Technician from 04th July 2014 TO 03rd Apr 2017

**\*** Work done at Contacare Eye Hospital Pvt. Ltd Pune, As a OT Assistant from 04th Apr 2017 TO 15th Oct 2018

**\*** Work done at ASG Eye Hospital Pvt. Ltd Pune, As a OT Floor Manager from 18th Oct 2018 TO 17th Sep 2019

**\*** Work done at DR. Agarwal Eye Hospital Pvt. Ltd Pune, As a Senior OT Technician from 30th Sep 2019 TO 17th Nov. 2019

# ADDITIONAL SKILL:

Good communication and Patient Care skill.

# QUALIFICATIONS:

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| --- | --- | --- | --- | --- |
| **Sr. No** | **Education** | **University /**  **Board** | **Percentage** | **Year of**  **Passing** |
| **1** | **Diploma in**  **Ophthalmic Science** | **MUHS NASHIK** | **58.52%** | **2014** |
| **2** | **H.S.C** | **Maharashtra**  **Board Latur** | **55.33%** | **2012** |
| **3** | **S.S.C** | **Maharashtra**  **Board Latur** | **61%** | **2010** |
|  |  |  |  |  |

**Address:**

**Correspondence Address:**

**Sarova Tower C2 Room No. 1906, Near Thakur College,**

**Kandivali (EAST)**

**Mumbai - 400100**

**Responsibilities Handling:**

* Operation Theater Protocol Management
* Assist in all Eye Ot Procedures like

CATARACT, LASIK, PTEYRIGIUM, CHALAZION, SQUINT, PK, DCR OCCULPOLASTY

* Patient Care
* OT Cleaning & Fumigation
* Check BSL / BP / ECG & Take Care of Pre & Post Operative Care
* Monthly Physical stock Audit of OT Department
* OT stock and IOL Stock Maintenance daily and monthly basis
* Assist In OPD
* Preformed Autorefraction, Non – Contact tonometry and Papillary distance measurement
* Maintain ophthalmic instrument appropriately

# Computer Skill:

SAP (GRN) MS CIT

# Personal Details:

**Name - Pallavi Madhavrao Jadhav Date of Birth - 13 Dec 1994 Nationality - Indian**

**Marital Status – Married**

**Languages Known - English, Marathi, Hindi**

**Declaration:**

I hereby declare that all the above mentioned facts are to the best of my knowledge. I will be surely responsible for any discrepancy found in them.

# Signature

**(Pallavi Madhavrao Jadhav)**