

MEGHA RAMESH

Phone: +91-9876543345

Email: megharamesh.health@example.com

Location: India

SUMMARY

Highly motivated and compassionate recent graduate seeking an entry-level position in the healthcare sector. Strong foundation in patient care assistance, hospital administrative support, basic medical documentation, and patient communication. Passionate about supporting healthcare teams, ensuring patient comfort, and maintaining accurate records. Known for empathy, responsible work ethic, and the ability to work in fast-paced environments.

EDUCATION

Bachelor of Science – Healthcare & Hospital Administration (2025)

Aarogya Institute of Medical Sciences

INTERNSHIP EXPERIENCE

Healthcare Intern – Sunrise Multispeciality Hospital (Jan 2024 – Apr 2024)

- Assisted nurses in patient movement, vitals monitoring, and care coordination.
- Supported front-desk operations by managing patient registration and documentation.
- Helped maintain ward hygiene, sample collection tracking, and visitor movement logs.
- Learned basics of medical terminologies, hospital workflow, and patient-handling protocols.

PROJECTS

- Patient Satisfaction Survey – Analyzed hospital feedback data and prepared improvement suggestions.
- Medical Record System Study – Observed digitalization of hospital records and documented workflows.

SKILLS

Patient Interaction, Healthcare Documentation, Hospital Workflow Basics, MS Office, Empathy, Communication, Teamwork, Time Management

DECLARATION

I declare that the information above is accurate to the best of my knowledge.