

ARUNPRASAD SELVAMANI

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OBJECTIVE

Adaptable and enthusiastic Biomedical engineer with well developed biomedical techniques and procurement skills combined with strong interpersonal and organisational abilities seeking a challenging position in biomedical/procurement field to develop into a very good professional and prepare me to endeavour in this field.

EDUCATION

- June 2000 – April 2001, SSLC – Shri Anand Jain Vidyalaya Matriculation Higher Secondary School, Chennai, India – 74%, First Class
- June 2002 – April 2003, HSC - Shri Anand Jain Vidyalaya Matriculation Higher Secondary School, Chennai India – 64% - First Class
- Aug 2003 – May 2007, Bachelor Of Engineering – BIO MEDICAL ENGINEERING

RAJIV GANDHI COLLEGE OF ENGINEERING (ANNA UNIVERISTY),
CHENNAI, INDIA – 62% - FIRST CLASS

RESEARCH EXPERIENCE

- **Under-graduation Project (4 Months): Patient monitoring nurse station**

Organization: Accent Technologies Pvt Ltd., Chennai.

WORK EXPERIENCE AND SKILLS

- Worked as a Service Engineer in M/s. Microcare, Trichy - 04.06.2007 to 20.10.2008.
- Worked as a Service Engineer in M/s. Logic Bio Medical Technologies, Trichy - 01.02.2010 to 30.06.2010.
- Worked as Biomedical Engineer (Maintenance) in **Tamil Nadu Medical Services Corporation**, Chennai through outsourcing agent M/s. G.A.Digital web world,

New Delhi. Job profile – Procurement and Maintenance of Medical Equipment in various Govt. Hospitals in the State. Period: 09.07.10 to 31.10.2014.

- Worked as Area Manager (Bio Medical) in HLL Lifecare Ltd through M/s. SMS Jobs, Chennai.
- Worked as Assistant Regional Manager (Bio Medical) in Projects & Services division on Contract in M/s. HLL Lifecare Ltd, Chennai (A Govt. of India Enterprises). Job Profile – Setting up of SNC, NBCC, NCC, OT Delivery ward etc. Period: 01.11.2014 to 19.06.2016.
- Working as Deputy Manager (Procurement) in Projects & Services division on Contract in M/s. HLL Lifecare Ltd, Chennai (A Govt. of India Enterprises). Job Profile – Setting up of SNC, NBCC, NCC, OT Delivery ward etc. Period: 20.06.2016 to till date.

Roles and Responsibilities at M/s. Microcare, Trichy and M/s. Logic Bio Medical Technologies, Trichy

- ❖ Attending medical equipment breakdown calls as and when required by the hospital.
- ❖ Preparation of bid documents for participating in tender/quotation.

Roles and Responsibilities at TNMSC

- ❖ Procurement of X-ray films and Medical Equipments to the Govt. Hospitals/ Institutions in the State of Tamilnadu.
- ❖ Preparation of tender documents, floating tender and placing orders on the eligible successful bidder on approval of the management.
- ❖ Renewal /Fixing of AMC/CAMC for all the Medical Equipments.
- ❖ Preparation/forwarding the clarifications / reply to queries received from supplier/Hospital.
- ❖ Preparation of proposals for issuing AMC/CAMC order and also follow up action for preventive maintenance visit.
- ❖ Processing the repair/AMC/CAMC bills for payment, after careful examination.
- ❖ Handling the customers – clearing queries/arranging meetings etc
- ❖ Projecting funds to the Govt. for maintenance of Medical Equipment for the financial years.

Roles and Responsibilities at M/s. HLL Lifecare Ltd

Setting up of SNCU, NBCC, NBSU, OT Delivery ward, Skill Lab, IVF Centre, Modular OT, Blood Bank, Trauma Care, ICU, BMT unit etc on turnkey basis

- ❖ Preparation of specification for the Medical/Non Medical Equipments and preparing estimations pertaining to SNCU, NBCC, NCC, OT Delivery ward, Skill Lab, IVF centre, BMT Unit etc as requested by the end user.
- ❖ Preparation of the detailed project proposal and submit the same to the client and also attend the meeting with client on clarification in the proposal, commercially & technically.
- ❖ Preparation of tender documents, floating tender and placing orders on the eligible successful bidder on approval of the management.
- ❖ Ensuring the competitiveness of the tenders, maximum vendors were introduced for competitive bidding.
- ❖ Finalization of vendors by doing technical evaluation and commercial evaluation at Materials department at the stage of tender for the tendered specifications.
- ❖ Negotiate with the L1 bidders and finalize the order with competitive rate.
- ❖ Inspect the equipments supplied by the respective vendor at the site as per the ordered specification.
- ❖ Tracking the consignment till it reaches designated locations.
- ❖ Preparation of site for installation & commissioning.
- ❖ Handing over of the site after arranging installation and demo at site through the respective L1 firms.
- ❖ Biomedical support to the hospital in terms of procurement, maintenance etc.
- ❖ Procuring, arranging supply, installation & commissioning of major & minor equipments to Cancer Institute (WIA), Chennai through Govt. of India Grant.

TRAINING:

- Shri Ramachandra Medical Mission and Research Institute, Chennai
- Shri Gokulam hospital, Salem.

Computer Skills:

Ansys, Orcad and MS office

Packages known; Windows 2000 / XP / Vista.

LANGUAGES:

English, Tamil, German (1st level) & Hindi (Read & write)

ACTIVITIES:

- Organized and leaded a team for mini project as a part of my under graduation.
- Vice-captain in college cricket team
- Donated blood in Rotaract club.

- Playing cricket, listening to music and painting.
- Winners in volley ball and also a musical competition in school.

Declaration

I hereby resolve that the details furnished above are true to the best of my knowledge and belief.

Yours faithfully,

ARUN PRASAD.S