**CURRICULUM VITAE**



**AMAN MADANI**

**PERSONAL INFORMATION**

**Address: F85, Opp. Johar Public**

**School, Abulfazal**

**Enclave Jamianagar,**

**New Delhi- 110025**

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**CAREER OBJECTIVE**

To obtain a lead role in an esteemed organization where I can apply my knowledge and expertise to deliver the finest of services thereby to contribute to the goal of the organization.

**EDUCATIONAL QUALIFICATION**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Year** | |  | **Degree** | |  | **Institution** | |  | **Percentage** | |
|  | 2012-14 |  |  | M.B.A.( Hospital Management ) |  |  | JamiaHamdard University, |  |  | 7.38 CGPA |  |
|  |  |  |  |  |  |  | New Delhi |  |  |  |  |
| 2008-11 | |  |  | B.B.A. | |  | Integral University, | | 67.5% | |  |
|  |  |  |  |  |  |  | Lucknow | |  |  |  |
|  | 2008 |  |  | 12th (Commerce) |  |  | New vision school |  |  | 66.5% |  |
|  | |  |  |  | |  |  | |  | |  |
| 2006 | |  |  | 10th | |  | New vision school | | 57% | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

**TRAINING**

**28th May 2013 – 11th July 2013**- (Summer Internship), SIPS super specialty Hospital, Lucknow.

**TOPIC**- QUALITY ASSESSMENT OF NURSING UNIT

**Objective:**

* To know the quality standards.
* Preparation of questionnaire was separately done for patient and doctors.
* Data analysis and interpretation was done on the basis of the answers in the questionnaire and personal observation.

**EXPERIENCE**

* Worked as an **Assistant Manager Supply chain and logistics** with **EYEQ SUPER SPECIALITY EYE HOSPITAL, Gurgaon.**
* Completed **Future leadership Program** (FLP) in **EYEQ SUPER SPECIALITY EYE HOSPITAL, Gurgaon.**
* **Date of joining** 19th may to 10th march.

**Roles and responsibilities:**

|  |
| --- |
| * To verify the stock/ GRN received against PO to vendors. |
| * To make sure physical stock matches with the TCS stock monthly basis stock statement. |
| * To analyses the TAT weekly & take collective measures. |
| * TAT: IOL, medicine, OT consumables, optical. |
| * Partial GRN |
|  |
| * To analyse the consumption of that cluster to optimize ROL at depot as well as on centers. |
| * Monthly analysis. |
| * FIFO for fast moving medicines and critical medicines. |
| * ABC analysis for medicines & OT consumables. |
| * Expiry management. |

**PRESENTATIONS AND CASE STUDIES**

* Business intelligence in a hospital.
* Delphi technique
* Role of a hospital administrator.

**CASE STUDY:** Pharmacy, Legal Issues, Medical Negligence.

**TECHNICAL SKILLS**

* MS Office: MS excel, MS Word, MS PowerPoint.
* Operating System: Windows 2007, XP.

**STRENGTHS**

* Positive and competitive attitude
* Passionate
* Can work under pressure
* Good learner
* Active listener

**AREA**s **OF INTEREST**

* International marketing, Hospital Administration, HR
* IPD, OPD, OT,Operations, Service cordinator, Quality Management, purchase

**PERSONAL DETAILS**

Fathers name: S. Q Madani

Language known: English, Hindi and Urdu

Date of Birth: 2nd July 1990

Gender: Male.

Marital Status: Single

**DECLARATION**

I hereby declare that all the above information furnished by me is correct to the best of my knowledge.