



## SAFNA SHABIR

MOB : 050 9872021

Email: Safnamanoj@gmail.com

Dubai - UAE

## PERSONAL PROFILES

Date of Birth : 13/10/2001  
Nationality : India  
Marital Status : Married  
Religion : Muslim  
Visa Status : Spouse Visa  
Join : Immediately

## LANGUAGE

- ▶ English
- ▶ Hindi
- ▶ Malayalam

## PASSPORT DETAILS

Passport Number : X4615935  
Passport Issue : COCHIN  
Expiry Date : 04/03/2034

# SAFNA SHABIR

## PROFESSIONAL PROFILE

Seeking a challenging managerial role to apply strategic leadership, healthcare administration expertise, and a commitment to quality patient care. Eager to optimize processes, foster a collaborative healthcare environment, and contribute to the overall excellence of the healthcare facility.

## EDUCATION

- ▶ Hospital Management Course - AVODHA - 2024
- ▶ Bachelor of Arts Economics  
Mahathma Gandhi University-2020 - 2023
- ▶ Plus Two, Govt. GHSS Ernakulam 2018 - 2020
- ▶ SSLC, St. Mary's CGHS School Ernakulam, Kerala, India-2018

## WORK EXPERIENCE

Aster Medicity Hospital (May - Aug 2024)  
Service excellence co-ordinator (Intern)

- ▶ Working with the best coordinating team
- ▶ Manage with PDC calls, Google review analysis, Sundry
- ▶ Collecting patient feedback and inform to the concern department

## REFERENCES

Greeshma Gopi  
Designation : Manager Experience  
Company : Cowrks India Pvt. Ltd.  
Email: greeshmagopi@cowrks.com  
Contact : 9944119324

Shibilamol C Baby  
Sr. Executive  
Service excellence department  
Aster Medcity, Kochi  
Contact : 918137891939  
shibila.baby@asterhospital.com

## EXPERTISE

Management Skills  
Problem Solving  
Find effective solutions  
Positive attitude  
Communication skills  
Inter personal skill  
Hard working

## SOFTWARE SKILLS

Excel  
Ms word

## DECLARATION

I do hereby declare that the particulars of information and facts stated herein are true, correct and complete to the best of my knowledge and belief

SAFNA SHABIR