

COVER LETTER

Subject: Seeking Job Opportunities

To,
The HR manager/Recruitment In-Charge
HR Department

Dear Sir/ Madam,

I am Dr. Mynu Sahadevan, an Ayurvedic Physician and currently have completed MBA in Healthcare Management from MAHE Dubai. I wish to enhance my skills as a healthcare professional in management and thereby seek opportunities to work in your esteemed organization.

My detailed CV is attached for your reference. I am passionate and driven about my work and given an Opportunity I will perform my duties to the best of my Ability.

I am available to join immediately.

Thanking You,

Waiting for your reply in anticipation.

Sincerely,
Dr. Mynu Sahadevan

Enclosure: CV details.



DR. MYNU SAHADEVAN

[BAMS, PGDHHM, PGDMLS, MBA-
Healthcare management and Human
resources.]

PROFILE:

Seeking a position to utilize my skills, knowledge and abilities in the Health-care Industry that offers professional growth while being resourceful, innovative, and flexible.

- **NATIONALITY:** Indian
- **D.O.B:** 17/05/1984
- **MARTIAL STATUS:** Married
- **PASSPORT NUMBER:** S 9787082
- **UAE DRIVING LICENSE:** Valid
- **VISA STATUS:** Husband's sponsor visa
- **LANGUAGES KNOWN:** English, Hindi, Marathi, Malayalam, & Sanskrit.

CONTACT

PHONE:
055-2874484. 050-2110375

EDUCATION

Bharti Vidyapeeth Deemed University, Pune, India
2003- 2008

- **Bachelor of Ayurvedic Medicine and Surgery (Ayurveda Physician) B.A.M.S**

1. Has good knowledge and practice in Ayurveda Panchakarma Procedures, Massage; Oleation and Sudation Therapies apart from drug therapy.
2. Has knowledge of Yoga and Meditation methods and procedures.
3. Has knowledge of Modern Medicine, Naturopathy, and healing methods.
4. Is a REGISTERED MEDICAL PRACTITIONER {REG NO: I-59610-A-1} under MCIM (Maharashtra Council of Indian Medicine) state council of CCIM (Central Council Of Indian Medicine)
5. Has received a Certificate of Appreciation for an essay organised by 'NATIONAL ACADEMY OF PANCHAKARMA AND RESEARCH' INDIA. Topic: Importance of Oleation and Sudation Therapy in Panchakarma
6. Certificate of participation in various seminars:

PO BOX NO: 1025,
SHARJAH,
UAE

EMAIL:
drmynu@gmail.com

HOBBIES

1. Reading, painting

- ✓ 2nd World Ayurveda Congress and Arogya 2006
- ✓ Maharashtra Women Physicians Conference 2006
- ✓ Global Ayurveda Conference and Health Expo 2009

7. OUTSTANDING PROJECTS:

- ✓ Has made 'herbarium' which comprises of collection of samples and study of 75 common as well as rare herbs used as Ayurvedic medicine as a part of curriculum study in 2nd year. B.A.M.S

Symbiosis Centre for Health Care- SYMBIOSIS International Deemed University

2009 – 2010

For:

- **Post -Graduate Diploma in Hospital and Health-Care Management [PGDHHM]**
- **Post-Graduate Diploma in Medico-Legal System [PGDMLS]**
- Project 'Procedures on Establishing a Clinic in Dubai' done as a part of PGDHHM study.
- Logbook made by working 40hrs each entering the details of management and working of each department of management in a multi-speciality hospital: NABH & JCIA accredited **Wockhardt Hospitals. Trainee in medical records department.**

MAHE DUBAI 2019-2021(full time on campus)

Master's in Business Administration- Healthcare Management and Human Resource management

FRESH GRADUATE WITH CGPA 9.2/10 ,completed on February 2021

WORK EXPERIENCE

Independent Ayurveda Consultant
2008– present

1. Takes keen interest in developing and researching on home-made remedies and 'effects of lifestyle and food habit changes.
2. Currently researching on life- style and habit changes with the help of Ayurveda to treat Autism.

Wockhardt Hospitals, India [management Trainee]

June 2009-August 2009

1. Learning the functioning of hospital departments.
2. Creating logbook.
3. Understanding the accreditation and quality procedures and needs.

LICENSES & CERTIFICATIONS:

- ✓ TABLEAU 10: MASTERING CALCULATIONS – LINKEDIN
- ✓ TABLEAU ESSENTIAL TRAINING (2018) – LINKEDIN
- ✓ BACHELOR OF AYURVEDIC MEDICINE AND SURGERY - CENTRAL COUNCIL OF INDIAN MEDICINE (CCIM)
- ✓ PGD IN MEDICO -LEGAL SYSTEM - SYMBIOSIS CENTRE OF HEALTH CARE (SCHC)
- ✓ PGD IN HOSPITAL AND HEALTHCARE MANAGEMENT - SYMBIOSIS CENTRE OF HEALTH CARE (SCHC)
- ✓ HEALTH INFORMATICS SPECIALIZATION - JOHNS HOPKINS UNIVERSITY.
- ✓ LEADING HEALTHCARE QUALITY AND SAFETY - THE GEORGE WASHINGTON UNIVERSITY
- ✓ FIRM LEVEL ECONOMICS: CONSUMER AND PRODUCER BEHAVIOR- UNIVERSITY OF ILLINOIS
- ✓ MANAGING EMPLOYEE PERFORMANCE- UNIVERSITY OF MINNESOTA

SKILLS:

- Management skills • Data Analysis • Data Visualization,
- MS office • Holistic Health • Ayurveda • Therapeutic Massage • Counselling Psychology • Meditation • Alternative Medicine