

AYSHATH SHALEEMA

PUBLIC HEALTH PROFESSIONAL

Contact No 0971502195257
Email ID shalishafeeq@gmail.com
Address Sharjah, UAE
Visa Status Residential visa
Nationality Indian



OBJECTIVE

An empathetic and organized healthcare professional with a Master's in Public Health and hands-on experience in healthcare administration and quality improvement. Skilled in facilitating patient admissions, providing counseling, and ensuring patient satisfaction by addressing needs and coordinating across departments such as insurance, billing, and discharge. Proficient in maintaining accurate records, gathering patient feedback, and supporting patient care improvements in collaboration with healthcare teams. Committed to delivering compassionate, efficient care and enhancing the overall patient experience through effective communication and attention to detail.

EDUCATION

MASTER OF PUBLIC HEALTH 2022-2024

Central University of Kerala, India

Secured admission through merit by cracking the All-India level Common University Entrance Test in 2022.

BACHELOR OF PUBLIC HEALTH 2019-2022

Yenepoya Medical college, Mangalore, India

HIGHER SECONDARY EDUCATION 2016-2018

CBSE, INDIA

SECONDARY EDUCATION

CBSE, INDIA

EXPERIENCES

Healthcare Administration Intern

March 2024 – May 2024

Carewell Hospital and Research Centre, Kerala, India

- Assisted in the management of patient scheduling and appointment coordination, improving patient wait times by 15%.
- Supported the administrative team in developing reports on patient satisfaction and operational efficiency.
- Conducted research on best practices for healthcare compliance and presented findings to department heads.

Operations Intern**January 2023 – April 2023**

Community Health Centre, Kerala, India

- Collaborated with the clinic management team to analyze workflow processes and recommend improvements.
- Helped coordinate community outreach programs aimed at increasing health awareness and patient engagement.
- Assisted in maintaining patient records and ensuring compliance with HIPAA regulations.

Quality Improvement Intern**September 2022 – December 2022**

Yenepoya Medical College, Karnataka, India

- Participated in quality assessment projects to evaluate patient care services and develop enhancement strategies.
- Assisted in organizing training sessions for staff on quality improvement initiatives and patient safety protocols.
- Analyzed data on patient outcomes and contributed to the preparation of quality improvement reports.
-

SKILLS

- Leadership and Team Management
- Organizational & Multitasking Skills
- Financial Management
- Patient Admission & Counseling
- Patient Relationship Management
- Complaint Resolution & Feedback Handling
- Confidentiality & Compliance
- Communication Skills
- Problem-Solving and Critical Thinking
- Data Analysis and Reporting
- Certifications: Completed the Outbreak investigation in Health Facilities course offered by World Health Organization.

TECHNOLOGY SKILLS

- SPSS Software
- R programming
- Python
- NVIVO
- Q-GIS, Arc-GIS
- MS Word, Excel, Power point

LANGUAGES – ENGLISH, HINDI, MALAYALAM, ARABIC [READ AND WRITE]
