

---

## Rosna TCM

---

Muqthar Manzil Kottakkal Iringal Pin:673521  
8891291463 | rosiirosna96@gmail.com

---

### Objective

---

I seek to join in an organization, which will provide me wide exposure and opportunity to work with sufficient responsibilities and to increase the progress of the company that enables me to learn and enhance my knowledge

---

### Personal Details

---

- Date of Birth : 11/08/1996
- Marital Status : Married
- Nationality : Indian
- Religion : Islam
- Passport : C4366476
- Gender : Female
- Place : Kozhikode

---

### Education

---

- **Calicut University**  
BA English 2014-2017
- **Board of Higher Secondary Examination, Kerala**  
PLUS TWO 2012-2014
- **Board Of Public Examination, Kerala**  
SSLC 2012

---

### Professional Qualification

---

- Diploma In Hospital Management

---

### Computer Skills

---

- Ms office (word,Excel,PowerPoint )
- SQL(Basic knowledge of database management)
- HTML (Basic web design)

---

### Experience

---

- **Moorad MLP School** 1/06/2023 - 31/03/2024  
Pre primary Teacher  
Taught foundational concepts to children aged 3-6  
Assisted in organizing educational events and activities  
Developed and maintained classroom discipline and learning atmosphere
- **SAHAKARANA HOSPITAL VADAKARA** 1/03/2025 - 31/05/2025  
Intern ship  
Assisted in Administrative operations and patient handling  
Maintained records and hepled with hospital documentation  
Learned Basic medical coordination and hospital procedures

---

### Skills

---

- Excellent Communication & Interpersonal Skills
- Strong knowledge of Administrative processes and patient coordination

---

### Languages

---

- Malayalam
- English
- Hindi

- Arabic
- Tamil

---

#### Reference

---

- **Aleena Mani - Avodha**  
+91 87145 32943

---

#### DECLARATION

---

- I hereby declare that the information given above are true to the best of my knowledge

Place:

Date:

Rosna TCM.