

Dr. PULUKURTHI BHAVANI

Email: bhavani.reema1299@gmail.com

Address: D.NO: 6-43-12/17 , Flat no : 401 ,

Rajini enclave , V A N Sundar nagar ,

Pendurthi , Vishakhapatnam 531173 ,

Andhra Pradesh. Mobile no: 6304332084,

9640611620

CAREER OBJECTIVE:

An aspiring individual from healthcare background looking for an opportunity to apply my administrative skills and Healthcare knowledge that I gained through my clinical career for advancement of your esteemed organization that offer professional, personality as well as social growth.

ACADEMICS:

QUALIFICATION	NAME OF INSTITUTE	YEAR OF PASSING	PERCENTAGE
MBA – HOSPITAL administration	Anil neerukonda institute of technology and sciences	March 2026 Relieving	80%
Bachelor of dental surgery (BDS)	GITAM Dental College And Hospital	2023 + 1 year of internship	62.1 %

Intermediate	Sri Chaitanya Vidhya Niketan	2016	91.3 %
Class X	Kendriya Vidyalaya no 2 S.V. N	2014	8.6 (CGPA)

WORK EXPERIENCE:

- 2 yeas working experience as Dentist in Sri krishna dental clinic, sujatha nagar .
- Internship at GITAM Dental College And Hospital .
- Worked at VIMS as a part of my internship .
- Conducted and participated in dental camps.
- Assisted in daily administrative operations of Dental clinic .
- Maintained patient records and hospital documents .
- Coordinated with different departments for smooth workflow .
- Assisted in audits , inspections and quality improvement activities.
- Supported management in scheduling, reporting and staff co-ordination .

PERSONAL SKILLS:

- Skilled in electronic records management in ANH .
- Trained in HIMS Software management.
- Good communication skills.
- Medical records management .
- Hospital administration skills .
- MS office (word , Excel , PowerPoint) .
- Patient education and motivation.
- Billing and Insurance basics .
- Good in history taking and diagnostic skills.
- Ability to buildup relationships rapidly and set up trust.

- Good problem solving and marketing skills.

CERTIFICATES:

- Telemedicine and Teleconsultation certificate .
- HIMS software management certificate.
- Basic cardiopulmonary life support.
- CDE program of laminates and veneers, and biomedical waste management.
- CDE program of incision and suturing .
- CDE program on BONE AUGMENTATION .

TECHNICAL SKILLS :

- Microsoft word.
- Microsoft power point.

STRENGTHS:

- Quick learner.
- Honest.
- Hard as well as smart working, sincere.
- Good presentation and communication skills.
- Optimist, target driven and team player.
- Confident and determined.

PERSONAL DETAILS :

- Date of Birth : 12-02-1999
- Father's Name : Pulukurthi Sree Ramulu
- Mother's Name : Pulukurthi Lakshmi
- Permanent address : D.NO: 6-43-12/17 , Flat no : 401 ,
Rajini Enclave , V. A. N Sundar Nagar , Pendurthi ,
Vishakhapatnam 531173 , Andhra Pradesh.

- Hobbies : Glass painting , Drawing , Art work .
- Nationality : Indian
- Languages known : English, Hindi, Telugu.
- Any kind of disability : No

DECLARATION:

I hereby declare that the information provided is true to the best of my knowledge and belief.