

HARAVINDH V

Hospital Administration | Healthcare HR & Operations

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CAREER OBJECTIVE

MBA graduate in Healthcare and Hospital Management with a Bachelor of Pharmacy background, offering a strong foundation in clinical/regulatory knowledge, quality standards, and process discipline. Seeking an entry-level Hospital Administration / HR role to apply hands-on experience in statutory compliance (ESIC/PF), recruitment support, NABH-aligned documentation, and employee engagement within a hospital or healthcare organisation.

CORE COMPETENCIES

- Hospital HR & Compliance: Statutory Compliance Tracking (ESIC, PF, Labour Law Awareness), Audit Preparedness, HR Documentation & Recordkeeping, Policy Adherence
- Talent & Workforce Management: Full-Cycle Recruitment Support, Onboarding, Performance Appraisal Systems, Employee Engagement, Workforce Planning
- Healthcare Quality Frameworks: NABH Standards & SOP Adherence, Regulatory Compliance, Cross-Functional Coordination with Clinical/Operations Teams
- Professional Skills: Strategic Leadership, Interpersonal Communication, Problem-Solving, MS Office Suite

PROFESSIONAL EXPERIENCE

HR Intern | Dr. Rela Institute & Medical Center

June 2025 – August 2025

Chennai, India

- Supported full-cycle recruitment and onboarding workflows across corporate and clinical/operational personnel in a multi-specialty hospital setting
- Tracked statutory compliance documentation (ESIC, PF) for internal audits, ensuring adherence to regulatory and hospital HR metrics
- Built administrative review checklists aligned with National Accreditation Board for Hospitals (NABH) standards, supporting SOP-based compliance across departments

EDUCATION

MBA in Healthcare and Hospital Management (CGPA: 8.76/10) | SRM Institute of Science and Technology, Chennai, India 2026

Bachelor of Pharmacy (B.Pharm) (CGPA: 7.46/10) | The Tamil Nadu Dr. M.G.R. Medical University, Tamil Nadu, India 2023

Higher Secondary Leaving Certificate (Score: 64%) | St. Joseph's Mat. Hr. Sec. School, Chennai, India 2018

Secondary School Certificate (CGPA: 8.4/10) | Loyola International Residential School, Chennai, India 2016

ACADEMIC PROJECTS

A Study on the Impact of Job Satisfaction Based on Performance Appraisal (2026)

- Analyzed the structural relationship between appraisal systems, workforce motivation, and job satisfaction — directly relevant to designing performance management systems for hospital HR teams

The Emerging Trends of Diabetic Care in Today's World (2023)

- Evaluated global therapeutic formulations and clinical advancements, reflecting a strong analytical and regulatory research foundation

CERTIFICATIONS & TRAINING

- AI-Driven Consumer Behaviour Analytics & Intelligent Marketing Optimization — St. Joseph's College (2026)
- "The 'I' in AI: Empowering Individuals in an Intelligent Age" — Madras Management Association (2026)
- Hospital Internal Disaster Management (Operations & Safety) — SRM Global Hospital (2025)