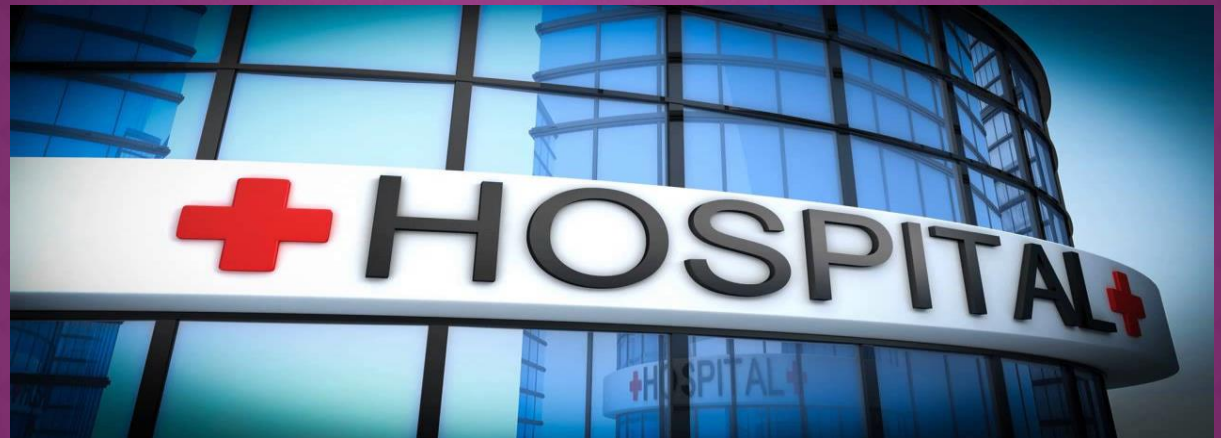


HOSPITAL ADMINISTRATION



RESPONSIBILITIES OF HOSPITAL ADMINISTRATION

- ◉ Generating and implementing various policies and administration procedures.
- ◉ Working together with various professionals such as, doctors, nurses, contractors, insurance companies and various types of vendors.
- ◉ Regularly checking the stocks of medicines, foods, tools, devices and other general store materials.
- ◉ Interviewing and hiring skilled and experienced people.
- ◉ Overseeing the performance of administrative staff as well as assisting them in their responsibilities.
- ◉ Ensuring Quality patient care as well as raising funds for the hospital.
- ◉ Creating budgetary plans and supervising administration expenses.

A HOSPITAL ADMINISTRATOR



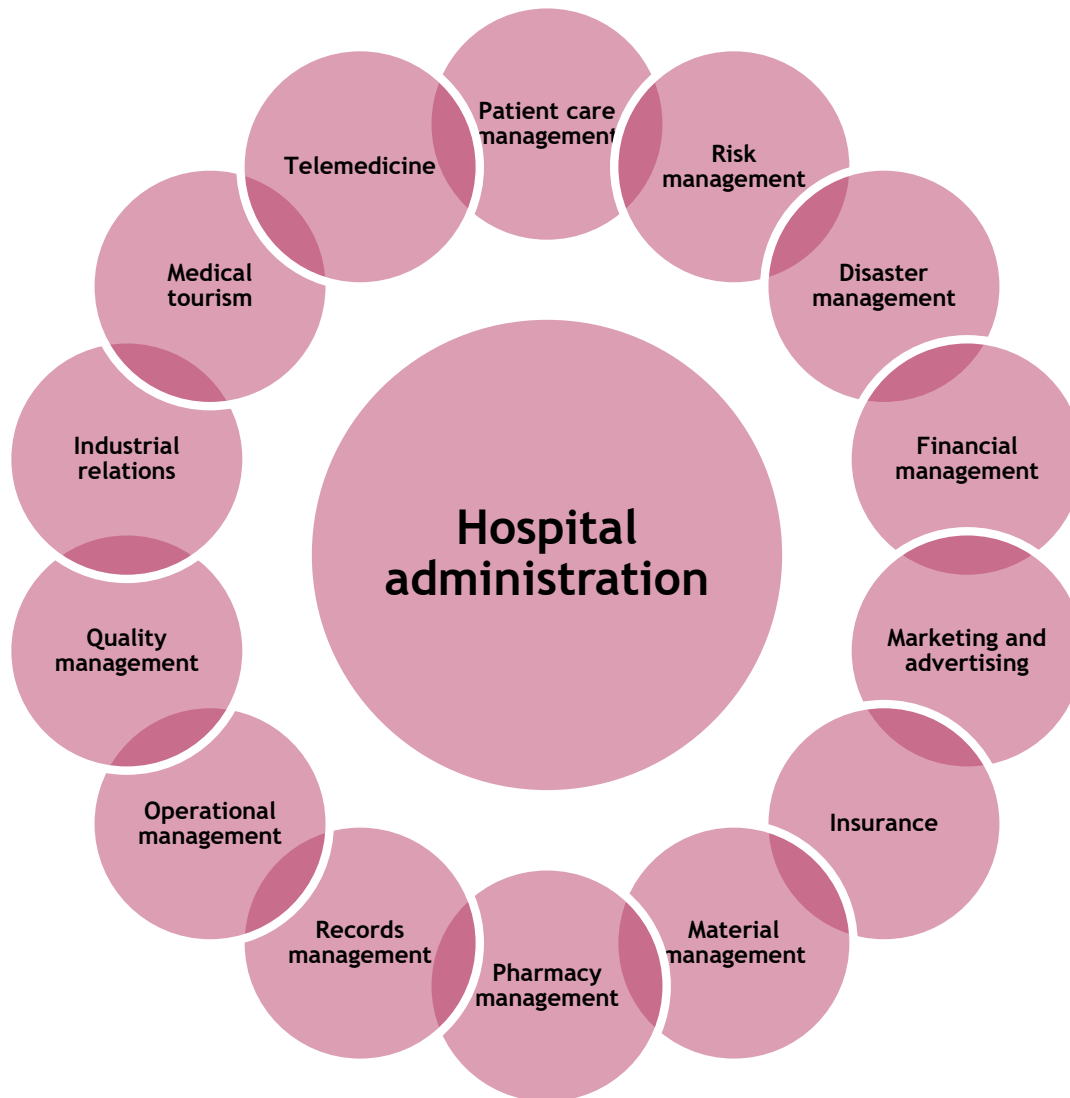
MULTI TALENTED PERSONALITY



SKILLS OF HOSPITAL ADMINISTRATOR



SCOPE OF HOSPITAL ADMINISTRATION



WHY CAREER AS HOSPITAL ADMINISTRATOR?

- ◉ Recession free job area
- ◉ Job opportunities-Govt./Semi govt./Pvt. Sector
- ◉ Self employment opportunities
- ◉ Professionalization in corporate sector
- ◉ Highly reputed job
- ◉ High perks and salary

CAREER PROSPECTIVE FOR A MM / MLT STUDENT



- ◉ Lab Manager/ Consultant/ Supervisor
- ◉ Health Care Administrator
- ◉ Hospital Outreach Coordination
- ◉ Lab Information System Analyst/Consultant
- ◉ Educational Consultant/ Coordinator/
Director
- ◉ Health and Safety Officer
- ◉ Environment Health Officer
- ◉ Job opportunities in Molecular Biotech
Companies and Labs as Administrators

THANK YOU