**PERSONAL DETAILS**

# Name Dr. SUNIL SUMBLI

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###### **Date of Birth** 24th March, 1965

### PROFESSIONAL QUALIFICATIONS :-

**MBBS**  December, 1989 Govt. Medical College. Srinagar

  **(UNIVERSITY OF KASHMIR)**

**PGDiploma** October, 1994 INSTITUTE OF MANAGEMENT SCIENCES

**(HOSPITAL ADMINISTRATION) (NEW DELHI)**

**MBA** May 2015Academy of Hospital Administration **(HOSPITAL MANAGEMENT)**   **(PUNJAB TECHNICAL UNIVERSITY)**

**PGDiploma** Pursuing at present Academy of Hospital Administration

**(HOSPITAL OPERATION & QUALITY MANAGEMENT)** **NOIDA**

**CAREER AIMS:-**

Inducted in Para Military Force as Medical Officer on January 1996 and reached the level of Commandant till now. Having served the Force on various posts through length and breadth of the country with diverse field of responsibility. Finally looking for the new full time position in an environment that offers a greater challenge, increased benefits, and the opportunity to help the company.

**AREA OF EXPERTISE**

1. Staff Training & Development.
2. Team Coordination & Leadership.
3. Staff Evaluation.
4. Public & Community Relations.
5. In-Service Training.
6. Project Development & Management.
7. Decision Making & Problem Solving.
8. Time Management.

**RESPONSIBILITIES HELD :-**

**As Medical Officer at various Unit Hospitals at Jammu/New Delhi.**

1) Technical and Administrative in-charge of Medical centers and hospital providing medical services to the approximate two thousand dependent personnel and large number of population living in the vicinity as well.
2) Effective supervision of work forces ranging from 100 - 500.
3) As coordinator for outsourcing of Medical services to Various Private Hospitals.

4) Training in-charge of the unit for formulating training programme and providing training to all ranks and families for various health aspects.
5) Dealing with motivational and welfare aspects of subordinates.

**As Chief Medical Officer at Force Head Quarter. New Delhi.**

1) Advised regarding management of healthcare delivery system and overall supervision and monitoring of the health care delivery system and services at all levels.

 2) Advised regarding management of healthcare delivery system as per existing Guidelines and Instructions.

3) Responsible for close supervision and monitoring of development and utilization of Health Infrastructure and facilities of the force.

4) Ensure timely and comprehensive inspections of all the hospitals of the force.

5) Ensure the functioning of all existing hospitals of the force and future expansion of hospitals.

6) Planning and executing comprehensive Medicare of troops during hostile situations and when on Internal Security Duties or Disasters.

7) Circulating medical alerts and monitoring situations during outbreak of any epidemics and to make available the required drugs / vaccines for the same

8) Monitoring and Analyzing of Health Statistics of Force members.

9) Cadre planning and Management of Medical, Para-medical and Nursing cadres.

10) Implementation of policies for professional activities Capacity Building, Training and Research and development of personal by way of Continuing medical education, workshops, training programs, refresher courses, higher education courses etc. so as to keep the medical personnel updated at all levels within the Force.

11) Assist in Procurement of Medical Stores (medicines and equipment) for the hospitals. 12) Liaise with Army authorities, other Para Military forces, State health authorities and other Government and private agencies on matters concerning Health and Medical Care of Force personnel and their dependents.

**As Commandant of Medical Training Centre at Shimla.**

1)  As a Head of the office, was responsible for the general administration including various human resources plans, procedures for all personnel development and implementation of Govt personnel policies and procedures. 2) Ensured department goals, objectives, and systems are fulfilled.
3) Ensured training opportunities to the organization as well as collaborating with group specific training by ensuring communication, technical training evaluation & feedback on learning.
4) Worked closely with the needs of the force in assessing the future training needs recommendations and analysis.
5) Monitored performance evaluation program and revises as necessary.
6) Handled employee relations counselling, outplacement counselling, and interviewing.
7) Manage and resolved complex employee relations issues, Conducted effective, thorough & objective investigations and dealt disciplinary cases.
8) Participated in administrative staff meetings and attends other meetings with other authorities.
9) Recommended new approaches, policies, and procedures of training to effect continual improvements in efficiency of force.
10) Ensured Optimum utilization of human resources at optimum cost.
11) As Head of the Office ensured all purchases, with strict adherence to budgetary allocation, Inventory management and control. 12) Organised high level events at the training centre with participation from national and international level delegates.

 **ACCOMPLISHMENTS :-**

1) Utilized administrative and technical expertise with given resources to achieve highest organizational satisfaction for the past 20 years.
2) Established a multispecialty hospital at New Delhi from planning to operational level having all state of art facilities for all levels of health care. 3) For the first time got private hospitals empaneled with my force to enable cash less treatment for our beneficiaries. 4) Upgraded all places of work to the highest standard available so as to compete with others on national platform.
5) Utilized Technical, Administrative, Motivational skills with utmost care and Shown tremendous ability in Emergency/Disaster/Conflict Management.
6) Upgraded training centre to the national level and imparted training in various fields and personal of various organization.
7) Expert Health Educator and Technical Instructor for various courses and programmes. 8) Got training centre recognised from Ministry of Skill development and Entrepreneurship so that all exams were conducted paperless and online. 9) Refined and implemented processes for ISO certification for the training centre.
10) Expert Health Educator and Technical Instructor for various courses and programmes.

**TRAINING :-**

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| Sl. No. | Name of Training / Course | Training Centre / Institute |
| 01 | Apprentice Programme on Communicable Diseases | Govt. Medical College & Hospital, Chandigarh |
| 02 | Training on Preparedness and Response to Avian Influenza. | National Institute of Communicable Diseases, Shamnath Marg, Delhi |
| 03 | Hospital Preparedness for Emergencies (HOPE) course | NSET, New Delhi |
| 04 | HOPE Training for Instructors  | NSET, New Delhi |
| 05 | Awareness of HIV/AIDS  | NSG Garrison Manesar (Gurgaon) Haryana |
| 06 | Design & Implementation of Effective Healthcare Programmes  |  Changi General Hospital Singapore |
| 07 | Six months Ultrasound Training course | Safdarjung Hospital, New Delhi |
| 08. | Training on Direct Trainers Skills | Uttarakhand Academy of Administration, Nanital |
| 09 | Coroner/Medical Examiner Forensic Training  | Country Deptt. Of Coroner Los Angeles (USA)  |
| 10 | Forensic Medicine Engagement  | Honolulu, Hawai, (USA) |
| 11 | Forensic Anthropology & Taphonomy  | Forensic Anthropology Centre ,University of Tennessee (USA) |
| 12 |  Evaluation of Training | Uttarakhand Academy of Administration, Nanital |
| 13 | Advanced course on Evaluation Of Training. | NATRSSJanak Puri New Delhi. |

**SUMMARY PROFILE :-**

1) Hospital Management professional with a unique combination of a Medical Degree with Management (MHA-Masters in Hospital Management),Hospital Administration experience of more than 20 years.
2) Unique blend of exceptional controlling and problem resolving skills, combined with hospital management and healthcare experience and the vision to marry novel ideas for improvement in Quality.

3) Strong understanding of core business processes and expertise strategies with an aim to design and develop systems that generate time savings and streamline quality processes in the healthcare industry.
4) Industry knowledge, keen client needs assessment aptitude, client focused approach that fosters trust and allegiance, highly trustworthy, ethical and discreet personality.

5) Dealing with the management of both internal and external commutations with responsibilities for promotions of the health organisations and implementations of the hospital's marketing programmes that are related to Overall Mission and vision of the hospital.

**AWARDS AND APPRECIATIONS :-**

Had unblemished carrier of 20 years with 17 appreciations letters from various Heads of the Department as well as from Heads of other sister organizations.

Besides that I have received DG’s Disc for meritorious services.

**REFERENCES ON REQUEST** :-