

Md Jobair Hasan Anik



CAREER SUMMARY

Dedicated healthcare professional with 1year experience across healthcare administration and clinical environments, seeking to advance into a leadership or management role. Proven background in regulatory compliance, clinical operations, public relations, budgeting and financial analysis, and employee and resource management. Committed to advancing public wellness, with hands-on experience supporting local and refugee communities and collaborating with civic leaders during disaster response and public health initiatives.



Contact



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jobairhasananik@gmail.com



Dakshin chadpur, Darsana,
Chuadanga.



Skills

- Patient Care & Clinical Support
- Medical Documentation & Record Keeping
- Emergency Response & First Aid
- Diagnostic Assistance & Laboratory support
- Health & Safety Compliance
- Communication & Patient Education
- Interdepartmental Collaboration.
- Time management & Multi-tasking
- Problem Solving & Analytical Thinking
- Oral Presentations & Communication



Language

- English (Professional Fluent)
- Bangla (Native)
- Hindi
- Deutsch



TRAINING & CERTIFICATIONS

Training

250 BEDED GENERAL HOSPITAL, CHUADANGA

Topics Covered : Medicine, Surgery, Gynecology & Obstetrics

Location : Chuadanga

Year 2024-2025

Duration : 9 Months

UPAZILLA HEALTH COMPLEX, DAMURHUDA

Topics Covered : Medicine, Surgery, Gynecology & Obstetrics

Location : Damurhuda

Year : 2025

Duration : 3 Months

Infection Prevention and control

Topics Covered : Severe Acute Respiratory Tract Infection prevention and control under WHO program.

Year : 2025

Duration : 3 Days

Professional Qualification

Council Name : Bangladesh Medical & Dental Council

Registration No : D-34440

Institute : Bangladesh Medical & Dental Council

Location : Dhaka, Bangladesh.

EDUCATION

Bachelor of Science (BSc)

Department of Public Health, First Capital University of Bangladesh, Chuadanga | 4 Years | Graduation : Running [2029]

Diploma in Medical Faculty (DMF)

Udayan Medical Assistant Training School, Rajshahi. Under the state medical faculty of Bangladesh 4 years | Graduation : December 2023

Secondary School Certificate (SSC), Science.

Carew's High School, Jashore Board | GPA-4.17/5.00 | 2019



Technical Skills

Medical Equipment Handling
Basic Life Support. (BLS)
Infection Control Procedures.
Microsoft Office Suite
(Word, Excel)
Hospital Management
Systems (HMS)
Data Entry & Reporting Tools



Achievements

Consistently maintained high standards of patient care in diverse clinical and emergency care settings.

Built strong patient support through compassionate communication and professional medical assistance.

Supported physicians and nurses in delivering effective treatment and timely medical interventions.

Ensured compliance with all medical protocols, safety guidelines, and patient confidentiality policies.

Contributed to smooth hospital operations by efficiently managing medical records and documentation.

Maintained readiness of medical equipment and supplies to support uninterrupted clinical operations.

Provided reliable support during surgical and diagnostic procedures across multiple medical disciplines.

Actively participated in community health awareness and preventive care initiatives. Assisted in onboarding and guiding new medical staff in following clinical protocols and procedures.

Demonstrated adaptability and resilience in high-pressure medical environments.



PERSONAL INFO

- Father's Name : Md Abdur Razzak
- Mother's Name : Mast Ashrafunnahar
- Date of Birth : Feb 05, 2004
- Marital Status: Unmarried
- Religion :Islam
- Nationality : Bangladeshi
- Blood Group : O (+ve)
- Permanent Address : Village -Dakshin Chandpur, P.O-Darsana, Thana -Darsana, Dist-Chuadanga, Bangladesh.



DECLARATION

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

signature : 