

SURYA DEVA RAJA SINGAN

+65 91172424

info@sooryadeva.com

OBJECTIVE

I'm a postgraduate in business administration and management with 5 years of experience seeking opportunities to leverage my work experience and internship experience in the healthcare sector.

EDUCATION

Masters in business administration <i>University of Northampton</i>	2022
B.A. (Hons) Business & Management <i>University of Northampton</i>	2020
Higher Diploma in Business Studies TMC Academy	2019

PROFESSIONAL SKILLS

Risk Management
Marketing Skills
Accounting and Finance
HR Management
Strong communication skills
Leadership skills in project management

PROJECT SUMMARY

Project Title: In-depth study of the risk management practices applied during covid-19 and its influence on the service quality of hospitals in Singapore.

Synopsis: The main objective of this research was to establish the reasons for its success in managing the pandemic. In this study, healthcare leaders were interviewed & the results reiterate the need for the application of formal risk management processes based on customer-centred service delivery processes.

WORK/INTERNSHIP EXPERIENCE

• **Digital Marketing Intern** April 22 to Aug 22
Savour
One-Stop B2B Procurement & Sponsorship Platform in Singapore.

- Interact with Snr management to create and develop marketing collaterals and to increase market sales and organization visibility.
- Managed a wide variety of social media accounts

- Conceptualized and developed a guide for marketing B2B, B2C, and SOP
- Developed content for the marketing campaign to effectively apply marketing strategies across all the product lines and redefined the marketing tactics to enhance the existing process to increase the sales conversion and customer base.

• **Intern**

2021 to 2022

Suvidha Foundation

Suvidha Mahila Mandal is a non-profit organization working to impart education amongst the financially challenged sections.

- Social media marketing to increase the overall percentage of online enrolment for coding bootcamp
- Creation of collaterals in terms of graphics, marketing videos & text ads promoting the foundation's outreach for those financially challenged segments.
- Develop methods and strategies for reaching out to social media influencers and educational institutions, for the promotion of education amongst financially challenged sections.
- Expanding the intern community to increase the quality and diversity of the organization's talent pool.

• **Administration Executive**

2012 to 2017

EPMC Women's Clinic and Surgery

EPMC, a women's clinic provides 'Focused Quality Health Care' principally to the women folk. The clinic's main objective has been focused on the identification of problems related to women as early as possible and to provide the appropriate treatment.

- Worked on scheduling appointments, assisting in the maintenance of patient Health care support system in billing, customer care, and in counselling patients regarding insurance and admission packages.
- Responsible in a program to create awareness in pregnant women regarding nutrition, physiotherapy stretches Stem Cell, Cord blood banking.
- Strategized and trained nurses on eco-friendly disposal of solid wastes and liquid wastes.

LEADERSHIP/VOLUNTEERING

- NEA Volunteer
- PA Youth network
- Student club
- Tennis coach
- Resident Committee Member
- Toast masters club8 Member
- Key member of the student council
- Elocution speaker & public presenter