

## **CURRICULUM VITAE**

### **DR. SAKINAH BINTI SHABBIR HUSSAIN**

#### **Personal Details**

Telephone : +6018 249 4540  
Email : [sakinah.tyeb@gmail.com](mailto:sakinah.tyeb@gmail.com)  
Date of Birth : 13<sup>th</sup> August 1991  
Nationality : Malaysian  
Marital Status : Married  
Address : Kuala Lumpur  
Qualification : Medical Degree (M.D).

#### **Professional Summary**

Experienced medical practitioner with a proven track record of providing exceptional patient care for the past 7 years. Eager to leverage my extensive clinical expertise, deep understanding of healthcare systems, and strong communication skills to excel in a Managerial role in Network and Government Affair. I possess outstanding relationship-building and leadership skills, and a goal oriented and self-motivated individual looking for an opportunity to contribute to the success and growth of the organisation I am employed in.

#### **Skills**

- Good Communicator and listener
- Business minded practice
- Excellent leadership qualities
- Quality assurance awareness
- Able to multitask
- Team player

#### **Working Experience**

**(December 2021 – June 2023)**

**MAHSA HEALTHCARE SDN BHD**

#### **GENERAL PRACTITIONER**

Responsibilities:

- Contributed to the preparation of a CKAPS audit of the clinics.
- Contributed to exploring market for new business opportunities and competitor analysis for retirement and confinement centres respectively.
- Responsible for implementing and developing annual planning for clinics which includes marketing strategy, manpower's, budget, and resources to generates revenue.
- Responsible for overall management of clinic including stock and staff management which includes to train nurses and medical assistants.
- Practise evidence-based medicine in managing patients.
- Conduct talks on healthcare topics to patients and community to increase awareness.

**(May 2021 – October 2021)**  
**SUNWAY MEDICAL CENTRE**

**RESIDENT MEDICAL OFFICER IN VACCINATION CENTRE (Contract basis)**

Responsibilities:

- Assigned as Team Leader to oversee and manage Medical Doctors, which includes providing daily briefings, problem solving, and providing medical advice.
- Provide personnel and administrative support such as sourcing for medical manpower, locum doctor rostering, and managing locum doctor claims.
- Coordinate and manage vaccination flow, from when the vaccinee walks into the centre, to the vaccinee's departure from the centre.
- Work closely with Person-In-Charge of the vaccination centre to ensure smooth process of vaccination and adherence to set guidelines.

**Manager in Business Office (Interim period)**

Responsibilities:

- Perform case reviews on the insurance-related issues to ensure smooth patient admission and discharge flow.
- Supervised the execution of daily business office activities in In-patient, Day care, pre-admission, and billing to serve the needs of the customers and achieve revenue management goals and objectives.

**(October 2020 – May 2021)**  
**KLINIK DARUNA**

**GENERAL PRACTITIONER**

Responsibilities:

- Promote Healthcare through social media for educational and marketing purposes.
- Contributed in active marketing of clinic which led to increase in patient flow by 20% within 3 months.
- Collaborate with YB Dato' Seri Azmin Ali for a medical event – *Program Khatan Percuma* which contributed to a total of RM50,000 to the clinic revenue.
- Responsible for exploring business opportunities by developing and maintaining relationship with stakeholders.

**(July 2017 - July 2020)**  
**HOSPITAL SELAYANG**

**HOUSE OFFICER AND MEDICAL OFFICER**

Underwent the compulsory rotations as required of a House Officer by the Government of Malaysia namely in the following departments:

- |                              |                              |
|------------------------------|------------------------------|
| • Orthopaedic                | • Surgical                   |
| • Internal Medicine          | • Paediatric                 |
| • Obstetrics and Gynaecology | • Anaesthesiology (elective) |

Subsequently became a **Medical Officer** in the Anaesthesiology and Obstetrics and Gynaecology departments.

## Achievements

### Professional Achievements

- Selected as the head of the Multimedia Bureau for team Kinsukoroi (Organization to provide House Officers with mental health support) in Hospital Selayang.

### University Achievements

- Thesis entitled "Electrocardiogram Profile in Children with Dengue Infection at Dr. Hasan Sadikin General Hospital & Bandung City Hospital" was published in Althea Medical Journal in 2016.
- Selected as the Head of Welfare Bureau in 2012 for *Persatuan Kebangsaan Pelajar Malaysia di Indonesia* (PKPMI) – Bandung Branch.
- Vice President of Annual General Meeting (AGM) in 2012 for PKPMI – Bandung Branch

## Qualifications and Courses Attended

### Medical Qualifications:

#### **2016 Medical Degree (M.D)**

Padjadjaran University, Indonesia

#### **2015 Sarjana Kedokteran (S.Ked)** – a degree for those who study medicine in Indonesia

Padjadjaran University, Indonesia

### Courses Attended:

#### **2023 Business Acumen for Project Managers**

LinkedIn Learning Course

#### **Introduction of ISO 9001:2015, Quality Management System**

CSQ Analytics Sdn Bhd

#### **Social Media Marketing for Small Business**

LinkedIn Learning Course

#### **2022 Adapting a New Corporate Ecosystem**

Mahsa University

#### **Effectively Lead and Manage High Performing Teams**

Mahsa University

#### **2017 – 2022 : Clinical related courses**

## Language Proficiency

- |                                                      |                                                             |
|------------------------------------------------------|-------------------------------------------------------------|
| • <b>English</b> – Proficient (Speaking & Writing)   | • <b>Bahasa Malaysia</b> - Proficient (Speaking & Writing)  |
| • <b>Hindi &amp; Gujrati</b> – Proficient (Speaking) | • <b>Bahasa Indonesia</b> – Proficient (Speaking & Writing) |

## Computer Literacy

- |            |                  |
|------------|------------------|
| • Ms Word  | • Ms Power point |
| • Ms Excel | • Google Sheets  |