

CURRICULUM VITAE

DR. SAKINAH BINTI SHABBIR HUSSAIN

Personal Details

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Date of Birth : 13th 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 this role. 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:

- Practise evidence-based medicine in managing patients.
- Conduct talks on healthcare topics to patients and community to increase awareness.
- Assisted to the preparation of a CKAPS audit of the clinics.
- Created Standard Operating Procedures (SOPs) for the preparation of Quality Management System (QMS) of clinics.
- 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.

(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.
- 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:

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|------------------------------|------------------------------|
| • 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 Digital Marketing Foundations (in progress)

LinkedIn Learning Course

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

2021 Basic Obstetric Ultrasound Hands On Course

Sonovision

2020 Kursus Penyaringan dan Pensampelan COVID-19

Sektor Sokongan Klinikal & Teknikal, Bahagian Pembangunan Kesihatan Keluarga, Kementerian Kesihatan Malaysia.

2019 Kursus Keselamatan dan Kesihatan Pekerjaan Hospital Selayang

Unit Keselamatan dan Kesihatan Pekerjaan Hospital Selayang

Urology Update 2019 “Problem-based Approach”

Jabatan Urologi, Hospital Selayang

Kursus Basic Trauma Life Support (BTLS)

Jabatan Kecemasan dan Trauma Hospital Selayang

2018 Kursus Pengurusan Laktasi 20 Jam

Jawatankuasa Hospital Rakan Bayi Hospital Selayang

Kursus Basic Life Support

Hospital Selayang

2017 Basic Suturing Skill Workshop

Department of Orthopaedic Hospital Selayang

Language Proficiency

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| • English – Proficient (Speaking & Writing) | • Bahasa Malaysia - Proficient (Speaking & Writing) |
| • Hindi & Gujrati – Proficient (Speaking) | • Bahasa Indonesia – Proficient (Speaking & Writing) |

Computer Literacy

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