



Skills Today, Career Tomorrow

**DIPLOMA IN BUSINESS ADMINISTRATION
AND HOSPITAL MANAGEMENT**

Where Learning Meets Opportunity

About OKSY Academy

OKSY Academy is your gateway to corporate excellence. We specialize in providing skill-centric training and development programs tailored for aspiring professionals in various corporate sectors.

What Makes Us Stand Out

The extraordinary opportunity to learn directly from specialized doctors and influential industry figures, setting our programs apart from others.

Vision

A premier center for holistic professional development and transformative learning.

Mission

Equipping students with the essential expertise and resilience to thrive in the modern professional landscape.



OKSY ACADEMY MANJERI

LEARN
**BUSINESS
ADMINISTRATION**

with Industry Experts

Discover the
essentials of Business
Administration!

- Principles of Management and Leadership
- Strategic Planning and Organizational Development
- Marketing Strategies and Brand Management
- Corporate Governance and Business Ethics
- Supply Chain and Logistics Management
- Project Management and Planning
- Entrepreneurship and Innovation



Learn Hospital Administration with Doctors

Trainers with over ten years of experience

Basic life support (BLS) training

WHAT MAKES US THE RIGHT CHOICE?

Corporate & Business Skills

English training

Industrial visits

Office Automation & Digital Marketing

Fundamentals of Financial Accounting

Training on Hospital Software

Employability Skills Training

Placement Assistance

Interview Training & Profile Building



CAREER PREPARATION INTERVIEWS & RESUMES

Understanding
Job Descriptions and
Company Research

Handling Stress and
Unexpected Questions

? ✨
Commonly Asked
Interview Questions
and Best Responses

Grooming &
Etiquette

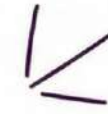
Building Confidence:
Body Language &
Professional Attire
Mock Interviews and
Personalized Feedback

✨
Resume Building



ACCOUNTING & GST

Explore the world of Accounting through classroom
and practical training by certified CA.



OFFICE AUTOMATION & DIGITAL MARKETING



HR MANAGEMENT

Human Resources is the backbone of any organization, focusing on managing its most valuable assets - its people.

Overview of Human Resource Management

Principles of Workforce Management

Talent Acquisition and Recruitment Strategies

Employee Onboarding and Training

Performance Management and Appraisal Systems

Organizational Behavior and Workplace Culture

Compensation and Benefits Administration

Labor Laws and Compliance.

Health, Safety, and Well-Being in the Workplace





CERTIFICATION

Ablefolks Education MNC's mission is to provide quality, accessible, and affordable education to all. Ablefolks collaborates with Skill Development Institutions to offer various job trainings and educational programs, helping students discover their talents and find the right career paths.

Okxy academy has been admitted as an institutional Member of Ablefolks Education MNC

Other Certifications



Skill
Development
Council
Canada





INTERVIEW PREPARATION & PLACEMENT SUPPORT

Comprehensive placement assistance to students for openings across Human Resource Management, Finance, Public Relations, and more.

We empower candidates with expert interview preparation, professional resume crafting, and profile building.

Our strong network ensures students step into the professional world with confidence and distinction.



JOB OPPORTUNITIES



Hospital Administrator

IT Executive

HR Manager

Admin Executive

Department Coordinators

Accounts Executive

Quality Manager

Patient Relation Manager

Health Information Officer

Operation Manager

Purchase Executive

Quality Officer

Social Media Manager

IP/OP Coordinator

Front Office Executive

Public Relations Officer

Insurance Cordinator

Business Development Executive

Operations Department Executive

Sales Executive

Healthcare Consultant

Billing Executive

Marketing Executive

Guest Relations Department

Clinical Operations

Facility Manager





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