**RÉSUMÉ**

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**DEEPAK B.**

Dakshina

Njakkanal PO

Krishnapuram, Alappuzha (Dist)

KERALA - 690533

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***CAREER OBJECTIVE***

 To acquire and gain more knowledge and refine myself through interpersonal alliance within and outside the organization, and support the firm to achieve its organization goals.

***PROFESSIONAL EXPERIENCE***

 Around 15 years of experience as a **Medical Transcriptionist/ Proofreader** in various organizations with exposure to different medical specialties including Cardiology, Pulmonology, Gastroenterology, Urology, Neurology, Radiology & Oncology, OB/GYN, Urgent Care/ER, etc.

 Three years of experience as an HR Assistant/Computer Operator at Videocon Appliances Ltd, Aurangabad, Maharashtra.

***QUALIFICATIONS***

 **Medical Transcription Course** (Mapro Transoft, Pune, Maharashtra)

 T.H.S.L.C. (Technical Education Department, Kerala)

 Diploma in Computer Applications, NICT, Kollam.

 D.B.A. (Diploma in Business Administration), AIIMS, Chennai

***PERSONAL PROFILE***

 Date of Birth : 25/05/1975

 Father’s Name : K. Bhaskaran

 Marital Status : Married

***LINGUISTIC ABILITY***: Malayalam, English, Hindi

***INTEREST/HOBBIES:*** Reading, Music, Movies, Social work.