**RÉSUMÉ**

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**DEEPAK B.**

Dakshina

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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.