

# PRASANTH SIVAN

## MEDICAL TRANSCRIPTIONIST



### Contact me...



Vettikkattethu (H), Erezha North,  
Chettikulngara P.O. Mavelikara,  
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### Education

#### University of Kerala

Diploma in Computer Engineering,  
Govt. Polytechnic College  
Vennikulam, Pathanamthitta.

#### Kerala State Board

Completed Tenth and Plus Two from  
St. John's Higher Secondary School  
Matttom, Mavelikara.

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### Career Objective

Self-motivated and competent 'Medical Transcriptionist' with over 11 + years of experience in transcribing verbal dictations or audio records from various medical professionals. Sound knowledge about different medical terminologies and ability to assist in preparing patient documentation from admission to discharge. Capable of working under pressure, and creating accurate reports using transcribing equipment and possess excellent command over English.

### Work Experiences

- ❖ Mediscribes Solutions (India) Pvt. Ltd. (2015-Present).
- ❖ Vimeg Square Technologies Pvt. Ltd. (2013-2015).
- ❖ Accentia Technologies-Technopark, Trivandrum (2008 -2013).

### Skills

- ❖ Knowledge of medical terminology
- ❖ Typing accuracy and speed.
- ❖ Strong listening skills.
- ❖ Attention to details

### Languages

- ❖ English
- ❖ Malayalam

### Hobbies

- ❖ Sports
- ❖ Hearing music
- ❖ Reading